



President

Time commitment about 8-12 hours per month but may vary

- preside at all meetings of the board and general membership
- Work closely with school administration to coordinate PTA activities with school calendar.
- Coordinate the work of the officers, and committee chairpersons of the organization, in order that the objectives may be accomplished.
- Be a co-signer on the bank account (all checks must have 2 signatures)
- Maintain constant communication with the board on all actions, and copy board on all communications.