

Madisonville Elementary
317 Hwy. 1077
Madisonville, LA 70447

Dear Parents,

It's already time to start filling PTA Board positions for the 2009/2010 school year. The future of MES depends on your help. If you would like to serve, or know someone who would be a great asset to the Board, please fill out this form and **return to school by April 1, 2009** (or, go to madisonvilleelementary.stpsb.org). Past & present Board members are eager to help with any questions you may have regarding any position. Thank you!

Position of interest	Name	Phone #
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President (*presides over all meetings & oversees work of officers and committees*)

Vice President (*acts as aid to the President & coordinates Cultural Art contests*)

Secretary (*records & presents minutes for all meetings*)

Treasurer (*keeps books of accounts; records and presents financial statements at each meeting*)

Membership Chair (*coordinates membership drive & keeps current membership list*)

Volunteer Coordinator (*coordinates & insures volunteer coverage for all events*)

Room Parent Coordinator (*assures Room Parents are informed about their responsibilities*)

Fundraiser Chair/co-Chair (*heads committee to coordinate all fundraisers*)

Hospitality Chair/co-Chair (*heads committee to coordinate & decorate for various functions*)

Beautification Chair/co-Chair (*heads committee for beautification of school grounds*)

Newsletter Chair (*organizes information, prints & distributes newsletters*)

Health & Safety Coordinator (*coordinates volunteers for vision/ hearing screenings; coordinates Safety Poster Contest*)

Workroom/Art Parent Coordinator (*insures an organized and well-stocked workroom; coordinates Art Parent schedule & projects with Mrs. Stayton for all grades*)

Earobics Coordinator (*coordinates volunteers for Kindergarten computer phonics program*)

SAT/IEP Coordinator (*coordinates volunteers to sit for teachers who are in SAT or IEP meetings*)

Dads Club Coordinator (*coordinates volunteers for Dads Club functions & activities*)