



Board Nominations & Elections

Elections for the 2021/2022 Sheiko PTO Board will be held during the last PTO meeting in May 11, 2021 at 7:00 pm via zoom.

- I want Sheiko Elementary to be one of the best schools in Michigan
- I want my child to have a great school year – to learn and to have fun.
- I want to help decide how PTO fundraising monies are spent.
- I want all the students at Sheiko Elementary to be successful.

If the above statements are true, then help us help the school. Parent involvement is critical for a successful school, so volunteer for the PTO Board 2021/2022. There are jobs that take no more than a couple hours a month, some that are seasonal, and a few that require a routine commitment.

Nominate yourself or someone else. Many positions can be shared. Please see attached form for General Descriptions of Board Positions.

How to Get Nominated

If you are interested in running for a position, here is what you need to know.

- You (or someone else) may submit your nomination prior to the meeting to have your name printed on the ballot or you may be nominated at the September PTO Meeting.
- Self-nominations are permitted. Individuals nominated at the September meeting will be written in on the ballot.
- If you want to run for a position but are unable to attend elections, you may still be nominated and added to the ballot. You are welcome to prepare a statement of your interest and qualification to be discussed at the meeting prior to voting.

Please complete the bottom portion of this form and return it to the school or email your nomination to the PTO email address: sheikosharkspto@gmail.com

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- I would like to nominate a fellow Parent. My Name is _____
 - I am nominating myself.

Name of Nominee: _____ Phone Number: _____

Name(s) of Children: _____

Email Address: _____

PTO Board Position: _____

General Descriptions of Board Positions

President

Presides at all meeting so the Board of Directors and members and acts as the official spokesperson for the Organization. Responsible for leading the PTO according to its mission which includes partnering with the principal, communicating with the school, PTO and Board and overseeing events, meetings and fundraisers.

Executive Vice President (EVP) (can be shared position)

Performs, in the absence or disability of the President, the duties and exercise the powers of the President. The EVP works hand in hand with the President to ensure the PTO accomplishes its mission

Fundraising Coordinator (Shared position)

Oversees and plans all fundraising at Sheiko to fund activities and technology for our school, based on the projected budget. This includes tasks such as identifying fundraising opportunities, gathering donations from local businesses and sending thank you notes to sponsors.

Vice President of Committees

Oversees all of the PTO committees established at Sheiko. Responsible for finding coordinators and volunteers for PTO events as well as managing and communicating the logistics for events.

Secretary

Attends all meetings of the Board of Directors and members and records all proceedings of the meetings of the Board of Directors and members. The corresponding Secretary gives notice of all meetings of the Board of Directors and members.

Treasurer

Oversees the Organizations funds, the establishment of proper accounting procedures for the handling of funds, and reports on the financial condition of the Organization at all meetings of the Board of Directors and members and at other times as called upon by the President.