

DSFC PTO Officer Descriptions--from the by-laws

Officers are required to attend as many meetings as possible. Officers will also be included on text and email communications for coordination purposes.

President: The President shall be the principal executive officer of the PTO and, subject to the control of the Executive Committee and the direction of the membership, shall in general supervise and control all of the activities of the PTO. The President shall be a member of the Executive Committee and, when present, shall preside at all meetings of the Executive Committee and all meetings of the membership. The President shall vote only in the case of a tie in a vote of the Executive Committee or the membership. The President shall select and appoint the chairpersons of all Standing and Special Committees and shall be an ex-officio member of all committees of the PTO.

2018-19 Candidates: Andrea Michael

Vice President: The Vice President shall be a member of the Executive Committee and, in the absence of the President, shall perform the duties of the President. The Vice President shall perform such other duties as are assigned by the President or the Executive Committee including but not limited to maintaining the PTO bulletin board.

2018-19 Candidates: none

Secretary: The secretary shall be a member of the Executive Committee. The Secretary shall keep the minutes of the proceedings of the membership and the Executive Committee, shall see that all notices are duly given in accordance with these Bylaws, and, in general, perform all duties incident to the office of Secretary and such other duties as may be assigned by the President/Vice President or the Executive Committee.

2018-19 Candidates: none

Treasurer: The Treasurer shall be a member of the Executive Committee. The Treasurer shall have charge of and be responsible for all funds of the PTO and shall receive and give receipts for monies due and payable to the PTO from all sources and shall deposit such funds in such banks or other organizations as are selected by the Executive Committee. The Treasurer shall make disbursements authorized by the President, Vice President, Executive Committee, or membership in accordance with the budget adopted by the membership.

2018-19 Candidates: Christina Gay

At Large Officers: Officers assigned to specific projects or tasks.

2018-19 Candidates: Sarah Uprichard