

Dear Parents / Carers / Teachers,

Darlinghurst PTA will be holding their AGM on Monday, 8<sup>th</sup> October at 9am in the training room. All are welcome!!!

This is the ideal opportunity for you to come and hear about what we do, our plans for the new academic year (we have LOTS of exciting ideas!), how the children have benefited from last years fundraising efforts and to see how you can help! We will also be electing committee officers and members.

### **Elected Committee Officer roles and responsibilities**

<b>Chair</b>	running all PTA meetings, overseeing events, subcommittees and maintaining the momentum for fundraising throughout the year.
<b>Vice Chair</b>	co-ordinates teams of volunteers and acts as a deputy to the Chair
<b>Secretary</b>	minute taking, producing and distributing all PTA paperwork, maintaining notice boards, advertising events and general administration tasks
<b>Treasurer</b>	responsible for co-ordinating and recording all PTA monies including float provision, banking monies, issuing cheques and producing simple accounts
<b>Members</b>	Working alongside the Officers and get involved in planning events and encourage enthusiasm and participation for the events organised by the PTA

There are many ways you can help, whether you have a spare hour in the evening to wrap presents, helping to set up/tidy up at events or offering links to local businesses. The list is endless! You can put in as much time as you can allow. Events cannot be held without the support of the Darlinghurst community, which in turn, affects our fundraising capabilities to help enrich our children's time within the school. Your contribution is invaluable. We would love representation across all year groups and all new parents to the school and existing parents will be warmly welcomed.

So, please do come along on the 8<sup>th</sup> October to hear what we are about! Children are welcome and refreshments will be provided. Please register your interest at [darlinghurstpta@hotmail.com](mailto:darlinghurstpta@hotmail.com). Any nominations for Elected Officer positions must be completed prior to the AGM and handed into the office by Friday, 5<sup>th</sup> October. Any nominees must be present at the AGM for votes to be cast.

We look forward to seeing you on Monday, 8<sup>th</sup> October.

Lisa, Jenny, Sarah, Mike & Sally

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PTA Committee Nomination Form 8<sup>th</sup> October 2018

I would like to become a member of the PTA Committee for the 2018/2019 school year.

I (print name).....wish to take up the position of:  
(please tick as appropriate)

Chair  Vice-Chair  Secretary  Treasurer  Member

Telephone..... email .....

Proposer  
Signed.....  
(print name).....

Seconder  
Signed.....  
(print name).....