

PA BOARD CANDIDATE QUESTIONNAIRE



NAME _____

PHONE _____ EMAIL _____

GRADE LEVEL OF YOUR CHILDREN AT MPA _____

POSITION YOU'RE INTERESTED IN _____

WHY DO YOU WANT JOIN? _____

HOW DO YOU THINK YOU CAN CONTRIBUTE? DO YOU HAVE ANY SPECIAL SKILLS?

Please return this form by April 1 by emailing MPAparentsassoc@gmail.com.

PA BOARD CANDIDATE QUESTIONNAIRE

The PA's mission is: *To enrich the MPA experience through community building, continuing traditions, supporting faculty and staff, and acting as a resource for all families.*

All MPA parents are part of the Parents Association! There are many ways to get involved. Volunteering is a great way to meet other parents, get to know faculty and staff, and use your skills to help support our school! Your involvement strengthens the MPA community. The PA Board meets monthly (currently via Zoom). Meetings are open to any PA member and minutes are posted to the PA's section of the MPA website. Board member responsibilities include setting a yearly budget, and reviewing past and upcoming events. Terms are for one year. Elections are held electronically in May for the next school year.

PRESIDENT: The president is the chief executive officer of the Parents Association. Duties include presiding over all meetings of the board, appointing (with the approval of the board) any standing and temporary committees, and ensuring the MPAPA is represented as needed. (Time commitment of no more than 40 hours/month)

VICE PRESIDENT: The vice president will assume the duties of the president in his or her absence and is also responsible for other responsibilities directed by the president and the PA board. (Time commitment of no more than 30-40 hours/month)

COMMUNITY DEVELOPMENT LEAD: Oversees the Grade Reps, which consists of recruiting grade reps, outlining expectations and responsibilities, and providing ongoing support and information throughout the year. This position also can create cross-division events to promote community building. (Time commitment of no more than 30-40 hours/month)

SECRETARY: The secretary distributes agendas, and keeps minutes and accurate records of all proceedings of the Parents Association and the MPAPA. The secretary is responsible for the preparation and distribution of reports of the MPAPA and for other communications to its members and performs other specific responsibilities as deemed necessary by // the president and the PA Board. (Time commitment 2 hours/week)

TREASURER: The treasurer is responsible for the supervision of all financial matters (depositing income, paying expenses, paying grant awardees, and determining the Parents Association Annual Fund contribution) and preparing a financial report at the end of each school year. The treasurer reports balances at MPAPA Board meetings. The treasurer performs other specific responsibilities as deemed necessary by the president and the PA Board. (Time commitment 2 hours/week)

DIVISION LEAD: Each Division Lead represents their respective divisions at all PA meetings. The division chairs consult regularly with the Division Directors to ensure that MPAPA activities are aligned with division policies and initiatives. Each division chair establishes and appoints the members of temporary committees. The Division Lead performs such other specific duties as may be established by the president of the MPAPA Board. Each Division Lead is typically in charge of any events in their division. They appoint and coordinate with their event committee chairs. (Time commitment varies but is typically 12 hours/month)

COMMUNICATIONS LEAD: The communications lead consults with the Board and the Communications office on creating communications for PA Events and gathering and generating content for the weekly PA's section of the Panther Post. (Time commitment 2 hours/week)