

Vacant Mayfield Woods PTA positions

2019-2020

We need your help!!

Planning for the next year begins now. There are many opportunities for new faces to become involved in the PTA. Training is on the job, and the board is always happy to provide support where needed. If chairing an event or committee seems too much to begin with then agree to work on a committee. Most committees are in charge of one-time events that require very little work if many are involved. Below is a list of vacant positions for the 2019-2020 school year. If you are interested in being considered for PTA position, please contact Carmesha Young at mayfieldwoodspta@gmail.com or 410-799-0242.

Vice President: Vacant

Assists the president, oversees various committees, reserve the rooms for PTA events, and perform other such duties.

Treasurer: Vacant

Maintain checking account for PTA, prepare the following for the PTA: annual budget, all tax documents, and monthly reports (very busy several hours each month).

Secretary: Vacant

Take minutes at PTA meetings; distribute minutes at PTA meetings, maintain sign in sheet for meetings (busy 1 day each month).

Membership: Chair: Lisa Loveland and Co-Chair: Vacant

Distribute membership information; help at membership table at 4-5 events; enter membership information into directory program; email directory to families (Busy Aug. – Nov.).

Restaurants: Chair: Vacant and Co-Chair: Vacant

Establish relationships and make contacts with local restaurants to negotiate fundraising opportunities. Coordinate with the PTA and School Administration in setting even dates and approval for distribution of materials, create flyers, and advertise events through school and PTA resources.

Cultural Arts (Sept-June) - Chair: Vacant and Co Chair: Vacant

This is a program which complements the school curriculum by providing enrichment programs during the school day. The committee works with the school at the beginning of the year on program selection and scheduling, and a committee member is present at each performance.

Hispanic Liaison (All year) - Chair: Vacant and Co-Chair: Vacant

Assist in communicating to the Hispanic families at Mayfield. Translate PTA documents into Spanish (1 hr. per document)

Scholastic Book Fair - Chair: Dawn Heinlein and Co-Chair: Vacant

Communicate with Scholastic and Media staff; set up and breakdown book fair; find volunteers to help with book fair.