



Summer Leadership Conference 2024

Vice Presidents are VIP's



Jennifer Collazo, Field Service Coordinator

PTA MISSION

The overall purpose of PTA is to make every child's potential a reality by *engaging* and *empowering* families and communities to advocate for all children.



NYS PTA MISSION

PTA is a powerful voice for all children,
a relevant resource for families and
communities, and a strong advocate for
the education and well-being of every
child.

Duties of the Office of

VICE

PRESIDENT

Not a Co-President

Duties of the Office of Vice President

Section 2. The first vice president shall:

- a. Act as an aide to the president and perform such duties as assigned by the president and/or the Board of Directors for the promotion of the work of the New York State PTA.
- b. Perform the duties of the president in the president's absence or inability to act.

Section 3. The vice presidents shall:

- a. Act as aides to the president and perform such duties as assigned by the president and/or the Board of Directors for the promotion of the work of the New York State PTA.
- b. Perform the duties of the president in the order of their precedence as determined by the Executive Committee.

Section 4. The secretary shall:

- a. Record the minutes of all meetings of the New York State PTA, the Board of Directors, and the Executive Committee.

Duties of the Office of Vice President

Not a Co-President

assist

assume

chair

- Full description found in bylaws and/or procedures.

Qualifications

 school

 PTA

Being a Good Listener

Preparations

- Learn president role & responsibilities
- Duties of Committee Chairs
- Policies & procedures
- Resources
- ATTEND
ADDITIONAL TRAININGS!

“Part of the Team”



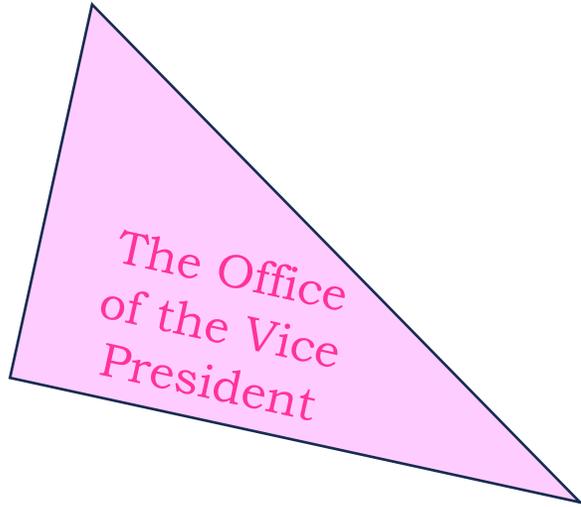
BE READY!

Should have access to:

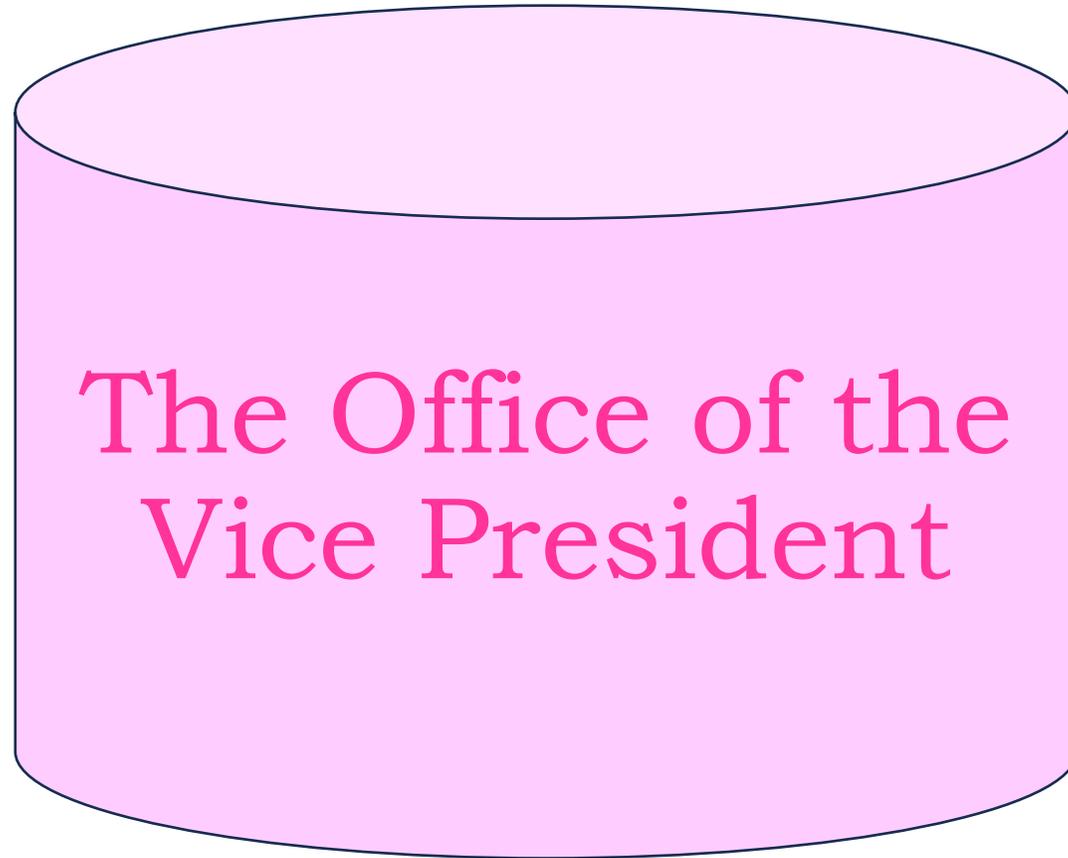
- Unit bylaws/standing rules
- Budget
- Minutes
- Contact information of officers and board

Possible duties:

- Check signer
- Member of nominating committee



The Office
of the Vice
President



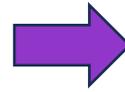
The Office of the
Vice President



The Office of the
Vice President

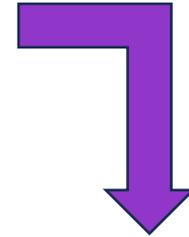
Not a Co-President

Flexible Job

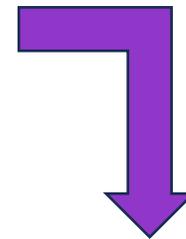


Can work with president to ***tailor*** job to skills and interests.

-Ambassador

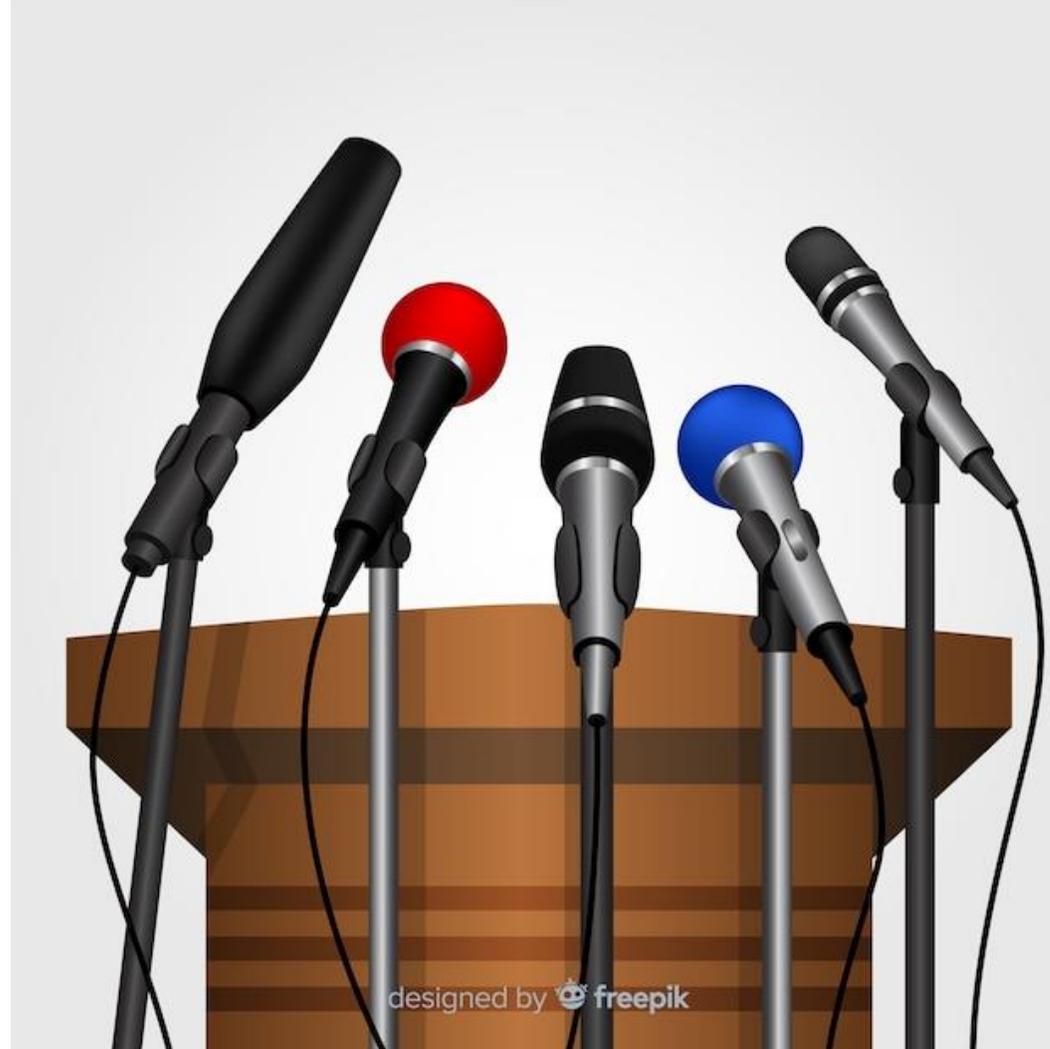


-Liaison



(Reports to the president!)

Questions?



“Questions?”

“Not the President’s Shadow”



Working side by side

Share ideas/discussions

Attends meetings
(additional ones when asked)



Keeps informed of updated
information & resources

Assists with board
transitions

Traditional duties include:

Chairing vacant, struggling, or critical committees:

- Recruitment (MEMBERSHIP)
- Programming (academic enrichment)
- Education/Advocacy/Family Engagement
- Legislative/resolutions

Or

- Fundraising (including business sponsorships)

SPEAK UP!



New ideas and ways to be involved
“your ideas”



Communications

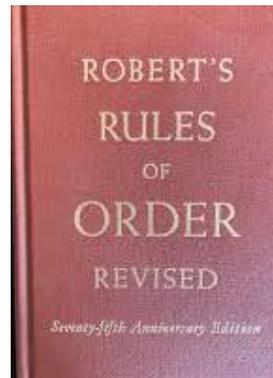
Liason for
“new families”



School
spirit
events

New ideas

“Parliamentary
procedures
expert”



“Bylaws expert”



Keep SPEAKING UP!

- Make room for others.
- LISTEN
- We can ALWAYS “DO” MORE or DIFFERENT



Share your ideas of ways to be involved.

PTA is All of Us and All of Us are PTA

❖ Questions-Comments-Concerns

❖ Contact the Region Director

❖ Help is Just a Call or Email Away

❖ nyspta.org/home/about/contacts/

