

## **Frequently Asked Questions**

### **Who can serve?**

Men, women, parents, grandparents, teachers, staff, and members of the community who are members of the Bay Point Elementary PTA (\$6 annual dues) can serve as an officer or board member. You do not have to have a student at Bay Point to serve on the PTA. Good candidates for PTA officers are adults who have a willingness to ...

- Learn what the PTA's purposes and policies are and to follow them.
- Reflect and embrace the diversity of the school community.
- Distribute materials promptly.
- Create a climate of support and mutual respect.
- Delegate responsibility.
- Train and encourage new leaders.
- Network with other PTAs and community groups and agencies.

### **What is required financially of a PTA officer?**

- The only financial requirement is that all officers are required to be a PTA member. Membership dues are \$6/year.
- What about training costs? On-line training materials and in-person workshops are available at no cost to the volunteer.
- What about purchasing the items needed for the activities of a particular office? Officers are not expected to incur any out-of-pocket expenses because they follow the PTA budget and work within a budgeted amount. Materials and supplies used during the course of your volunteer service are approved expenses in the PTA budget and you know ahead of time what that approved amount is.

### **How much time is required to be a PTA officer?**

- Workloads vary depending on the particular position.
- Some positions require your attention for only a few weeks out of the school year, while others involve more regular (weekly or monthly) time commitments.
- Most positions can be performed during evenings or on weekends and do not require mid-day availability.
- All officers are invited to attend PTA Board (monthly) and General Association (quarterly) meetings that are scheduled in the evening only.