

The Clemens Crossing Elementary School PTA is looking for volunteers to chair several positions during the 2020-2021 academic year. PTA position descriptions and contact information can be found below. Many of these positions do not require regular attendance at monthly PTA board meetings. Updates to the board can be communicated through email. We are excited to work together!

We welcome anyone who would like to be involved. If you have time to help in any capacity, please contact any or all of Christy Pine (vicepresident@clemenscrossingpta.org).

POSITION	POSITION DESCRIPTION
Treasurer	Deposits money received from events. Manages accounts, our tax documentation, end-of-year audit.
CAC Representative	The CAC is the Community Advisory Council to the Board of Education of Howard County. The CAC meets one evening a month and facilitates communication between the Board and the community on issues of concern and matters involving education. The CAC Representative is a liaison between the CCES PTA and the Board of Education
GTAC Representative	The G/T Parent Advisory Committee (GTAC) is a long-standing group of Howard County parents and community members who are interested in G/T programs offered by the Howard County Public School System (HCPSS). This committee works with the HCPSS G/T office, school administrators, G/T resource teachers, and other school personnel to receive updates, ask questions, and provide feedback related to G/T programs.
PTA Council Rep (1)	PTA Council delegates and PTA Presidents are the all-important communication link between the local PTA unit and the PTA Council. Representatives attend monthly PTACHC and relay information at CCES PTA meetings.
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SECAC Representative	Under law, Howard County Special Education Citizens Advisory Committee advises the school system on the needs of students with disabilities. We collaborate with other community disability advocacy groups to improve special education and the lives of our students in Howard County.
SIT Representative	Each school has a School Improvement Team made up of school staff, parents and other community members, which oversees the process of improving instruction and academic performance in that school. The SIT is charged with developing a school improvement plan that serves as a tool for reviewing school progress, appropriately adjusting instruction, and delineating responsibility for implementation. The CCES PTA's SIT representative acts as a liaison between the PTA and the SIT. The SIT representative attends three annual meetings with the SIT and provides updates on the school's progress against established goals at PTA meetings.
Grant Application	Searches for grants that could help the PTA & applies for those grants. Helps to implement new initiatives and apply funds appropriately.
Inclusion	Individual works w/ Special Education staff to promote, support and recognize best practices in meeting the needs of students receiving Special Education services. This position is fairly flexible depending on the needs of the Special Education team and what the individual would like to emphasize and promote. In the past we have purchased equipment for the Special Education team (iPad, books), worked w/ Parent Partners, and promoted disability awareness activities.
Membership	Coordinates membership committee activities including creating of fundraising and membership packages (along with fundraising chairperson) for first day folders and CCES staff, organization of back-to-school night membership displays, distribution of membership cards. Oversees the school's direct donation campaign. Updates direct donation form, collects donations, and updates spreadsheet. This position is most active during our annual membership drive in late August and September.
Play Coordinator	The play coordinator serves as a liaison between the School House Theater Arts and parents. The coordinator works together with STA in arranging the school play, serving as the liaison between parents and STA, and coordinating the cast party on the final night of the performance.
Restaurant Nights	Schedules and advertises fundraising events at various restaurants in the community, approximately 4 times a year

Talent Show

Organizes school talent show including creating and distributing flier, overseeing auditions, creating program schedule, advertising event to CCES community, and overseeing activities on event night.

Nominees for all Executive Board positions will be presented at our next PTA meeting (Wed, Aug 26, 7pm CCES Blacktop). The following Executive Board position has no candidates of yet: Treasurer. Anyone interested in running for this position is encouraged to do so! For more information, please contact Christy Pine (vicepresident@clemenscrossingpta.org).

