



Commack Council of PTAs
SEPTA IH NR RH WP BIS MSIS CMS CHS

SPECIAL COMMITTEE SIGNUP

The Commack Council of PTAs has begun planning for the 2020 – 2021 school year. We truly need your participation! We are looking for volunteers for the following special committees. If you are interested in being a member or chairperson of a committee, please indicate below and email to Nicole Pérez at ncuda@yahoo.com.

Questions or concerns? Call/text Nicole at 862-452-4640.

Committee descriptions are attached.

Name: _____

Phone: Home: _____ **Cell:** _____

Email address: _____

PTA Unit Membership(s): _____

I am signing up to be a MEMBER of the following Committees:

I am interested in CHAIRING the following Committees:

Commack Council PTA Standing Committees

COMMITTEE	TIMING/LOAD	DESCRIPTION
<i>Auditing</i>	Monthly / light	Review Treasurer's books, monthly reconciliations and annual audit.
<i>Bylaws</i>	Every 3 years during Fall / light	Review and make recommendations in accordance with NYS PTA and Council.
<i>Dossier</i>	November / light	<ul style="list-style-type: none"> • Committee consists of 1 member from each unit, including Council. • Review Founders Day Guidelines. • Solicit and choose Founders Day recipients for Council.
<i>Nominating</i>	Spring / light	<ul style="list-style-type: none"> • Committee consists of 1 member from each unit, including Council. • Solicit and review Council officer nominations. • Prepare slate of officers.
<i>School Based Management Team (SBMT)</i>	Year-round / light	<ul style="list-style-type: none"> • Be familiar with District SBMT plan. • Review District plan every 2 years. • Attend District meetings. • Review progress and compliance of individual schools and propose changes where necessary. • Coordinate training session in Fall for members. • Advise unit SBMT reps as needed. • Must have child attending a Commack school. • May not sit on any other SBMT in the district. • May not be employed by the district.