

PTO Officer Election Process:

The Northfield Community School PTO has six elected officer positions: President, Vice President – Elementary, Vice President – Middle, Treasurer, Recording Secretary, and Corresponding Secretary. These officers are expected to attend PTO meetings throughout the year and vote on all PTO issues. PTO Officers all serve two year terms.

Nomination forms are distributed in April, through email to our members. The nomination form is also posted on the school's website. You may nominate any parent or guardian of an NCS student who anticipates having at least one child in the school for the length of her/his two school year term. Every candidate who accepts his/her nomination will be placed on the ballot. There is no limit as to number of candidates on the ballot.

PTO board elections will be held every 2 years during our May PTO meeting. Members must be present at the meeting in order to vote! The PTO meeting schedule can be found on the school's website under the PTO tab and is also announced monthly through emails to our members. In addition, if there are multiple candidates for a position, those candidates may be invited, but not required, to speak briefly on their behalf prior to the vote being held.

Voting may be accomplished by a show of hands or by ballot at the discretion of the current board. Election results will be announced via email and will be posted on the PTO section of the school's website.

In addition to the six officers, there are many committees that need chairs and members. Committee chairs are not elected positions and often go to the first person to volunteer. Most committees run smoothly if a chair plans on keeping that position for several years, but there is no specific requirement. Some committees (such as the 4th grade moving up party and the 8th grade dinner dance) change hands every year. The best path to chairing a committee is to volunteer for that committee, get to know what is involved, and to make your interest known to the current chair(s). Every group needs many volunteers to be successful!!!

New volunteers and new ideas are always welcome!