

Committee Positions:

President: The President's role is to provide leadership & act as a representative of the Association. The President will chair meetings and encourage communication between the Association, the School administration and the School community.

Vice-President: The VP provides essential support for the President and other members of the Executive Committee. He/she will carry out any duties that have been delegated by the President.

Secretary: The Secretary prepares the minutes, collates agenda reports and assists the President in preparing an agenda prior to each meeting. They will also record and deal with all the Association's correspondence.

The Treasurer: The Treasurer has the overall responsibility for monitoring the financial transactions of the Parents' Association. They will present a report identifying expenditure and income at each Association meeting.

Fundraising Co-ordinator: This role is responsible for organising fundraising and social activities aimed at raising additional funds for the school and enhancing a sense of community.

Class Rep Co-ordinator: The role is responsible for organising and supporting class reps for each class throughout the school & assisting with social & fundraising activities as required.

Uniform Co-ordinator: The role is responsible for managing uniform orders, stock inventory and supplier relationships to ensure adequate uniform supply to the school community.

School Council Liaison: The role is responsible for representing PA at monthly School Council Meetings and reporting back at PA Meetings on key discussion points