

**ADDENDUM to
Bylaws of the Silver Creek Middle School Parent Teacher Student Association**

ARTICLE VI Officers and Their Election

Section 2. Officers and their election:

- a. The officers of this local PTSA shall be a President, Executive President, First Vice President, Second Vice President, Vice President- Diversity Council, Vice President- Communications, Vice President- Fundraising, Secretary, and Treasurer.

ARTICLE VII Duties of Officers Section

Section 8. Executive President

The Executive President shall:

- a. Work with the President to organize all meetings of the local PTSA, the board of directors, and the executive committee;
- b. assist in coordinating the work of the officers and committees of this local PTSA in order that the purposes may be promoted;
- c. be a member *ex officio* of all committees except the nominating committee;
- d. perform such other duties with the president as may be prescribed in these bylaws or assigned by the SCMS PTSA executive committee;
- e. represent this PTSA at all council meetings or send an alternate; and
- f. perform in their designated order the duties of the President in the absence or inability of that officer to serve.

Section 9. Second Vice President

The Second Vice President shall:

- a. act as aid to the President and Executive President;
- b. perform in the duties of the First Vice President in the absence or inability of that officer to serve;
- c. perform such other duties as may be prescribed in these bylaws or assigned by the SCMS PTSA executive committee; and
- d. be the executive president elect for the following school year.

Section 10. Vice President- Diversity Council

The Vice President, Diversity Council shall:

- a. organize activities to promote participation and inclusiveness in SCMS PTSA and school activities by all members of the parent and student body;
- b. provide outreach to all populations to ensure that language, race, special need, sexual orientation or identity, and/or cultural differences are not a barrier to SCMS PTSA participation or student success;
- c. solicit parent and student participation in the Diversity Council;
- d. report on Diversity Council activities at the general membership meetings of the SCMS PTSA;
- e. act as an aide to the President and Executive President;
- f. serve as a Chair of the Diversity Council; and
- g. perform such other duties as may be prescribed in these bylaws or assigned by the SCMS PTSA executive committee.

Section 11. Vice President- Communications

The Vice President, Communications shall:

- a. oversee the design, monitoring, updating, and use of social media sites for SCMS PTSA (Facebook, Twitter, SCMS list serve, and website) to advertise, promote, and inform the SCMS community of meetings, events, and other relevant information;
- b. coordinate all updates for SCMS PTSA announcements and events through the SCMS PTSA list serve, website, calendar, and social media sites;
- c. oversee the circulation of weekly or biweekly communication updates during the academic year on SCMS PTSA meetings, activities, events, and other relevant information for the school community; and
- d. perform such other duties as may be prescribed in these bylaws or assigned by the SCMS PTSA executive committee.

Section 12. Vice President- Fundraising

The Vice President, Fundraising shall:

- a. organize all fundraising efforts to achieve targeted budget goal to include, for example, direct donations, community events, and/or partnership fundraising;
- b. help recruit and provide leadership, coordination and assistance as needed to fundraising committee;
- c. communicate and coordinate with Treasurer and other members of the executive committee as necessary to set expectations for annual fundraising efforts and goals;
- d. coordinate with Treasurer as needed to track donations and to measure progress in reaching annual goal;
- e. work with other members of the executive committee to provide input and to set the following year's budget and fundraising goals; and
- f. perform such other duties as may be prescribed in the by-laws or assigned by the SCMS PTSA executive committee.

SCMS PTA Board of Directors: Executive Committee + the following delegates and Standing Committee Chairs:

1. BCC Cluster Representative(s)
2. MCCPTA Delegate(s)
3. 6th Grade Co-Chairs
4. 7th Grade Co-Chairs
5. 8th Grade Co-Chairs
6. Building and Landscaping Co-Chairs
7. Communications Committee Chair
8. Website Chair
9. Listserv Chair
10. This Week Chair
11. Directory Chair
12. Social Media Chair
13. Translation Chair
14. Community Service/Outreach Co-Chairs
15. SCMS Cares Chair
16. Retirement Community/Neighborhood/SSL Liaison
17. Kensington 8K Chair
18. Cultural Arts Co-Chairs
19. STEM Co-Chairs
20. Curriculum/Academic Support Co-Chairs
21. Diversity Council Co-Chairs
22. NAACP Representative
23. LSAAG Representative
24. AASAAG Representative
25. LGBT Representative
26. Special Education Liaison
27. Direct Donation Chair
28. Purchasing Programs Chair
29. Community Nights Out Chair
30. Spirit Wear Chair
31. Book Fair Co-Chairs
32. Green Committee Co-Chairs
33. Membership Chair
34. Social Committee Co-Chairs
35. Safety Committee Chair
36. Teacher Appreciation Co-Chairs
37. Teacher Classroom/Continuing Education Support Chair
38. Volunteer Coordinator
39. Health & Wellness Chair