

the

PRESIDENT

LEADER

COORDINATOR

STRATEGIST

VOLUNTEER



The President of Spectrum PTSO determines strategy & direction for accomplishing the PTSO mission. Sign all documents & printed materials (i.e. contracts, correspondence, applications of any types, etc.) Set meeting agendas and master calendar. Give final approval on printed materials. Serve as first contact with Principal and District. Coordinate the work of officers and committees of the organization in order that the Objectives & Policies may be promoted. Be one of the board members to sign checks of the organization. Determine which committees will be supervised by each Board Member. Perform such other duties as may be requested by organization.