



Sands Families:

The Sands Montessori Parent Organization is now accepting nominations for all positions on the SMPO Rudder except President and Business Manager. SMPO is one of many ways you can become involved in the future of your child's school.

Keep in mind that if you hold a position on the SMPO, your attendance is needed at all SMPO meetings. The meetings are held on the third Tuesday of every month.

Nominate yourself by filling out the form at:<https://tinyurl.com/smpo2019> **by**

April 9, 2019

Available positions for the 2019-2020 school year and their descriptions are:

- **Vice President:** Acts as an aide to the President and is considered "President-In-Training." The Vice President becomes President the following year.
- **Executive Secretary:** Records the minutes of all Rudder meetings and maintains the official documents of the SMPO including the bylaws, correspondence, and minutes.
- **Business Manager in Training:** Works alongside of the Business Manager and takes over as Business Manager the following year.
- **Parent at Large:** Represents the general membership of the SMPO at Rudder meetings. The Parent At Large acts as hospitality coordinator for SMPO and school functions, including Grandparents Day.
- **3-6 Team/6-9 Team/9-12 Team Parent Liaison:** These are 3 separate positions, one parent per grade level team. The liaison for each team meets with team teachers on a regular basis to discuss needs and concerns, assists room parents in developing phone trees and class and school-wide directories, as well as teacher appreciation events.
- **Teacher Representative:** Sands Montessori staff member that represents the interests of the faculty.
- **Sands Enrichment Program (SEP) Coordinator:** Coordinates after-school enrichment programs for students at Sands Montessori.
- **Volunteer Coordinator:** Recruits and deploys parents to perform scheduled and nonscheduled volunteer duties at SMPO and school functions. Serves as the main contact person for volunteer requests from the school and SMPO committees.
- **Fundraising Coordinator:** Oversees all major fundraising events for the SMPO and no-cost fundraising.
- **Communications Representative:** Responsible for coordinating and compiling information useful for Sands families and staff to be distributed via email, website, social media or other relevant mode of communication.
- **Technology:** Monitors maintenance and upgrading of classroom computers and SMPO website. Serves as the parent representative to the school's technology committee.
- **Athletics:** Coordinates sports programs at the school, including coordinating with Cincinnati Recreation Commission. Recruits volunteer coaches for the after-school programs. The Athletics coordinator oversees the management of the soccer, basketball, volleyball and baseball programs.
- **LSDMC Representative (2):** Serves as parent member on the Local School Decision Making Committee, the primary governing body for the school, which gives insight and input into decisions that impact students' lives and shape their education experiences. Two positions are open.
- **ILT Representative (1):** Serves on the Sands Instructional Leadership Team (ILT), which focuses specifically on improving instruction at the school, including curriculum program,



SMPO

Sands Montessori Parent Organization

staff training and developing school budget. SMPO does not vote on candidates for ILT, but collects nominations on behalf of LSDMC.

The 2019-20 Rudder will be elected at the April General Parent Meeting, at 7 p.m. on April 16 in the Media Center at Sands Montessori. All parents and staff are welcome and encouraged to attend this meeting and vote on these positions.

Thank you,
Kelly Crantford, Raj Shah, and Samantha DeVries
SMPO 2019 Nominating Committee