

To: All Trinity Academy Parents/ HSA Members
From: The HSA Executive Board
Subject Nominations for the HSA Executive Board



It is time to start the nomination process for upcoming vacancies on the HSA Executive Board. The Board is soliciting nominations for the following offices:

Executive Vice President -The Vice President, along with the Vice President of Fundraising, shall coordinate and supervise the fundraising activities for the HSA.

Corresponding Secretary – The Corresponding Secretary shall be responsible for the management of the H.S.A. Website and all correspondence of the HSA.

Parent Ambassador - The Parent Ambassador is a new position that will have a seat on the HSA Board but will report directly to the Principal, with a dotted line to the Marketing Director. The Parent Ambassador will serve a 2-year term and be responsible for coordinating aspects of welcoming and on-boarding new families. There will monthly correspondence with the Archdiocesan Coordinator of Enrollment Management. This individual(s) should be upbeat, love Trinity Academy and be excited and energetic about welcoming new parents into the Trinity Academy family.

The HSA Executive Board meets the second Tuesday of every month, September through July. These are volunteer positions, and your time, talents and ideas are needed to help the HSA continue our support of Trinity Academy. This is a unique opportunity to get involved and be a vital part of the HSA membership.

If you think you would be a perfect match for one of these positions, nominate yourself. After all, you know best if the position is right for you! Or, if you know someone else who is the perfect match, nominate him or her; they will appreciate your confidence. **Two people can also share one position and that position's responsibilities.** Please note on your form if you are nominating two people to run together for one position or if you are making two separate nominations.

Nominations can be submitted by completing the attached nomination form or using the online form located on the H.S.A. Website: www.trinityhsa.com/nominate-an-officer

Please return written forms to the school office, c/o H.S.A. by September 1st. (If you nominate online, please do so before September 1st). The Board will be responsible for reviewing and validating all nominations for election.

Thank you for your continued support of your Home School Association!

**H.S.A. President:
Julie Holland**



Home School Association
Executive Board Nomination Form

I would like to nominate the following person(s) for the listed position:

I nominate _____ for the position of
Executive Vice President

I nominate _____ for the position of
Corresponding Secretary

I nominate _____ for the position of
Parent Ambassador

Nomination Submitted by: _____

* Two people can also share one position and that position's responsibilities. Please note on your form if you are nominating two people to run together for one position or if you are making two separate nominations.

All forms must be returned by **September 1, 2018**.

Please return to the school office – c/o HSA President