

Statewide Elected Position

President-Elect – Must be an ELEMENTARY Member

3. President-elect

Is elected by the membership according to the Bylaws and serves on the Board of Directors for four years, one year as President-elect, two years as President, and one year as Immediate Past President, and shall begin duties at the termination of the business meeting at the Annual Fall Conference (passing of the gavel).

Revised 7/21/14

Duties and Responsibilities

- a. Is a voting member of the Board of Directors.
- b. Plans with the state President for hospitality activities during the Board of Directors meetings, state conference and national conferences.
- a. Represents the Association at professional meetings and events, when called upon to do so.
- b. Attends general sessions and annual business meeting at NAESP or NASSP Convention.
- c. Performs other duties as designated by the President and Board of Directors.
- d. Notifies the president when unable to attend meetings of the Board of Directors.
- e. Attends the state conference and business meeting.

Revised 2/15/06

Expenses

Reimbursement as per policy: meals, mileage, lodging, mail and secretarial expenses.

Revised 10/14/17

- a. Expenses paid for attendance at the NAESP or NASSP Convention – a maximum of five (5) days. The Executive Committee expects less days to be used when possible, i.e. three (3) day conference – four (4) days maximum reimbursement.
- b. Expenses paid for attendance at the PA Principals Association Conference.
- c. Expenses paid for attendance at the NAESP or NASSP regional meetings.
- d. Expenses paid for attendance at NAESP or NASSP Leadership Meetings.
- e. Expenses paid for attendance at all functions representing PA Principals Association.
- f. Reimbursement requests for all PA Principals Association function expenses must be submitted along with receipts for payment on the monthly reimbursement schedule.
- g. If requested, a credit card will be made available for professional association business such as alternative funding gifts, conference expenses, etc. Receipts must be provided. If meals are charged the meal may not be listed as a per diem expense. The card use will be reviewed each month and explanation of expenses must be provided to the comptroller.

Revised 4/17/12

7/10/12