



Dear Parents:

PALS Board elections will take place on Saturday, May 15th at the baseball fields, behind First Baptist Church of Ponder, between 10:00 a.m. and 2:00 p.m. All parents and/or legal guardians of Ponder Elementary students (K thru Age 14) are welcomed to attend and vote.

PALS is managed and operated completely on volunteer power. We encourage you to consider running for one of the various Board positions that are currently opened. A list briefly summarizing the job roles is included for your review. More information, including a copy of the PALS Operating Guidelines, can be found on the PALS website: www.ponderpals.com.

Thank you for your support and we look forward to another year of serving the kids, the community and each other.

Sincerely,

Ponder Athletic Leagues
(PALS is a non-profit Youth Sports Organization)

Please place an "X" beside the position you wish to run for. Be sure and include name & phone number, and return to the Ponder Elementary school office by 3:20 p.m., Thursday, May 13th. If you have any questions, please contact Debra Owens @ 940-479-0361.

Vice President: (2 year term) – In the absence of the President, the Vice President will chair the meetings. In addition, the VP shall work with the officers & committees as the ex-officio member and carry out such duties and assignments as may be delegated; shall obtain & maintain insurance policies for all sports and file insurance claims; and shall be responsible for obtaining photographer & organize “picture day” for all sports.

Secretary: (2 year term) – Shall be responsible for recording & maintaining minutes of all meetings, keeping copies of the By-Laws & Operating Guidelines, as well as updating and amending as needed,, keeping a record of all PALS activities, rosters of officers, coordinators, coaches and sponsors, conduct all background checks, scheduling and notifying Board members of all regular and special meetings and filing the necessary legal documents that allow the PALS organization to remain in operation.

Football Commissioner: (1 year term) – Shall be responsible for handling all matters pertaining to this sport and attend district & state meetings, as required. The Football Commissioner must work in conjunction with the Cheerleader Commissioner in notification of matters that directly affect both cheerleading and football, as well as attend monthly PALS Board Meetings and present a status report regarding the sport.

Girls’ Basketball Commissioner (“GBC”): (1 year term) – Shall be responsible for handling all matters pertaining to this sport and attend district & state meetings, as required. The GBC must also work in conjunction with the

BBC in scheduling practice times and games, as well as attend monthly PALS Board meetings and present a status report regarding the sport.

Boys' Basketball Commissioner ("BBC"): (1 year term) – Shall be responsible for handling all matters pertaining to this sport and attend district & state meetings, as required. The BBC must also work in conjunction with the GBC in scheduling practice times and games, as well as attend monthly PALS Board meetings and present a status report regarding the sport.

Baseball Commissioner: (1 year term) – Shall be responsible for handling all matters pertaining to this sport and attend district & state meetings, as required. The Baseball Commissioner must also work in conjunction with the Softball Commissioner in scheduling practice times and games, as well as attend monthly PALS Board meetings and present a status report regarding the sport.

Softball Commissioner: (1 year term) – Shall be responsible for handling all matters pertaining to this sport and attend district & state meetings, as required. The Softball Commissioner must also work in conjunction with the Baseball Commissioner in scheduling practice times and games, as well as attend monthly PALS Board meetings and present a status report regarding the sport.

Cheerleader Commissioner: (1 year term) – Shall be responsible for handling all matters pertaining to this sport and attend district & state meetings, as required. The Cheerleader Commissioner must work in conjunction with the Football Commissioner in notification of matters that directly affect both cheerleading and football, as well as attend monthly PALS Board Meetings and present a status report regarding the sport.

Concessions Manager: (1 year term) – Shall coordinate the operation of the concession stands at all Basketball, Baseball & Softball games in order to provide refreshment for spectators and players; shall be responsible for stocking and maintaining the concession stands; shall be responsible for inventorying equipment at the beginning and end of each season, as well as attend monthly PALS Board Meetings and present a status report regarding concessions.

Sign-up Coordinator: (1 year term) – Shall be responsible for the advertisement of sign-ups, attend & manage sign-up registration, disburse registration data, along with the youth birth certificates, to proper Board member(s)/commissioner(s), order registration forms, as well as attend monthly PALS Board Meetings and present a status report regarding sign-ups.

Web-Master: (1 year term) – Shall be responsible for the design, management and upkeep of the PALS website.

Printed Name to Appear on Ballot

Phone #