

Taylor ES Student Council Officer Positions Descriptions:

President:

The president is the chief governing officer overseeing all council events. It is the responsibility of the president to set the agenda for all the meetings with the advice of one of the faculty advisors and be prepared for those meetings in advance.

Vice President:

The vice president is the second governing officer overseeing all council events. The vice president will act in place of the president in the event of the president's absence. The vice president is in charge of maintaining and overseeing all committee activities.

Secretary:

The secretary is responsible for taking accurate notes (minutes) at all meetings and reporting those minutes to the council before, during or after the meetings.

Treasurer:

The treasurer is responsible for keeping a record of the financial account for the student council. You will be in charge of managing the school store and book cart sales. You will work closely with our school's bookkeeper.

Historian:

The historian is responsible for documenting the important events for the student council; this may involve taking photographs or taking notes and keeping a journal.