

DOs and DON'Ts **For Nominating Committees**

- DO** Study carefully the qualifications of members before presenting the name as a nominee.
- DON'T** Submit a member's name as a nominee because she or he is a friend of yours.
- DO** Check the membership list to be sure nominee is a member of the organization.
- DON'T** Nominate a person with the thought that it's a good way to get him or her to join the PTA.
- DO** Remember that committee DISCUSSION is left in the meeting room.
- DON'T** Repeat what was said in the committee meeting to anyone.
- DO** See that the report of the nominating committee is publicized through the proper channels.
- DON'T** Report the results of the nominating committee until it has been officially announced.
- DO** Accept an office yourself if you are sincerely interested in the purpose of the organization.
- DON'T** Accept the office if you are only interested in having your name in the yearbook.