

# Installation Ideas

Is your local unit looking for an Installation idea, below are some different ceremonies to Install your new Officers.

## *PTA Thank you*

[Person conducting the installation]: (recite names of outgoing officers) "Please rise and be recognized. We express our gratitude to you for the service you have given and urge you to continue in your efforts to promote the interests of children and youth. Thank you for all you have done for (name of PTA)".

[Person conducting the installation]: "Will (recite names of officers for coming year) please come forward. By their willingness to be nominated and elected to an office in (name of PTA), these people before you have already signified their willingness to serve the interests of children and youth. It will be their responsibility to lead (name of PTA) during the coming year and to create an atmosphere where we can all grow.

PTA was organized for a specific purpose. In order that we not forget our common purpose, I ask all of you to join me in reciting the Objects of the PTA (printed on back of membership card). [You may choose to recite the PTA Mission Statement found in the "General Information" section of this handbook and in *The National PTA Handbook*.]

Now I ask you, the members of (name of PTA), to support and encourage your new leaders. Do you pledge them your loyalty and your cooperation in the name of the children of this community?"

[Members]: "We do."

(Presentation of pins, flowers, or any other tokens of office)

[Person conducting the installation]: "With a strong belief in your several abilities, with renewed hope for (name of PTA), I now declare you duly installed officers for 19= 19-. Please join me in welcoming your new officers."

## *Gifts of Candy Installation Ceremony*

### *Supplies need for this ceremony:*

Candy bars such as:  
Hershey's Candy kisses  
Hershey's with Almonds candy bar  
Nestlé's Crunch candy bar  
\$100,000 candy bar

Whatchamacalit candy bar  
Bit of Honey candy  
Life Savers candy  
Almond Joy candy bar

The installation of PTA officers is always significant because these people have accepted the responsible positions in your PTA and will devote themselves to promoting the welfare of children in your school. In grateful recognition of their willingness to serve, I ask that the newly elected officers of \_\_\_\_\_ PTA join me now.

While this is an important ceremony, it need not be a solemn occasion. I have a gift for each officer as I install them that I believe will have a special meaning:

As I call your name, please come to the front of the room, accept your gift and stand here while the other officers come up to join you, then we'll have a photo taken of the new officers.

Historian: (Almond Joy candy bar) ---(name) -- To you comes the joy of preserving this year's achievements and accomplishments.

Parliamentarian (Life Savers candy) ---(name) -- As parliamentarian, you can be a life saver when questions arise about proper procedures.

Correspondence Secretary (Bit of Honey candy) ----(name) -- In all communications you will bring good will and a bit of sweetness.

Recording Secretary (Whatchamacalit candy bar) ---(name) -- Your duty to keep accurate records of the PTA business will keep you busy, but if you're careful with taking minutes you won't have to get home after a meeting and think, "Now, whatchamacalit made what motion?"

Treasurer (\$100,000 candy bar) ---(name) -- As custodian of the funds of this organizations, you will be responsible for all the money - this will see that there is always a balance.

Vice President (Nestle's Crunch candy bar) ---(name) -- As vice-president, you will offer support and assistance to the president, and in a crunch may be called on to preside at a meeting.

President (Hershey's with Almonds candy bar) ---(name) -- This has long been recognized as the leader of candy bars, just as you will be looked to by the PTA members for leadership this year... and you will notice that this is the Hershey's with Almonds, because you have to be a little nutty to take this job!

School Principal: I ask that the principal come join us at this time - representing his/her office and the entire faculty. It is appropriate that you join us to signify the cooperation necessary between the PTA leadership and the school. It requires the principal, the teachers, parents and community all working together to create an atmosphere that will provide quality education for all the children. Please accept these "candy kisses" from the PTA membership for you and the faculty to share.

In accepting these positions of responsibility, will each of you fulfill the duties of your office to the best of your ability? If so, answer "I will".

You have heard the pledge of these officers as your PTA leaders. As members, do you likewise pledge to them your loyalty and support? If so, answer "I will".

May this opportunity for service unite the forces of home, school and community and bring all of you the joy found in working together for a common purpose: to promote the well-being of all children.

I now declare you duly installed officers of the \_\_\_\_\_ PTA for the (year - year).  
Everyone, welcome your newly installed officers.