

Provide art educational services to the students of Olinda.

Be in direct contact with the vendor of the program being implemented.

Report status of the art educational process to the Board monthly.

Coordinate procurement of appropriate supplies for the program as required.

Coordinate parent training sessions and student art assemblies, ensuring compliance with Section 7 of Article III – Basic Policy.

Organize fundraisers as appropriate.

Compile and submit spreadsheet of fundraising cash/checks to Treasurer.