

**STANLEY SWITLIK ELEMENTARY
PTO MEETING
AUGUST 18, 2021 at 5:30 PM
MEDIA CENTER**

-The meeting was called to order at 6:27 PM

-PTO President, Liz Samess, started the meeting stating the purpose of the PTO. Our mission is to promote and encourage communication between parents, teachers, administration and community. The PTO also sponsors and organizes fundraising and school events to help pay for field trips, innovative projects, and additional supplies to teachers for the classrooms.

-The new 2021-2022 PTO board members were elected by volunteerism of parents and the duties of each position were discussed.

Duties of the PTO Board:

President – Create agendas and host monthly meetings. This role is the lead contact for our leadership at the school and to the rest of the parent portal.

Vice President- Supports the president’s position in all aspects and would host the meetings in the absence of the president.

Treasurer- Manages any monetary accounts, make deposits at the bank from fundraising, and do the basic checks and balances.

Secretary- Takes notes at all of the meetings and type the minutes to be submitted to the school to be posted on the website.

2021-2022 PTO Board:

President - Leandra Hutchinson

Vice President - Kate Chaffin

Treasurer - Sally Powell

Secretary - Tiffany Lyford

-There was a discussion about our biggest fundraiser coming up and when it should be held. The Halloween Carnival date was set for Saturday, October 30th. (It has since been changed to Sunday, October 24th.)

-There was also a Halloween Carnival Committee meeting scheduled for September, 9th at 5:30 PM. We need any volunteers to please attend this meeting; we need all the help we can get. “Many hands make for light work”.

-The date for Santa’s Workshop was scheduled for Saturday, December 11th.

- The PTO bank balance to begin this school year is \$7,040. We also still have hand sanitizers from last year that can be sold. Those sanitizers have been paid for in full by way of donations and sponsorships.

-The meeting was adjourned at 6:44 PM

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