

**Spring Road School PTO Meeting Agenda**  
**Tuesday, February 12, 2019**

1. Welcome, call to order and approve January's meeting minutes
2. Reports
  - a. Principal
  - b. Treasurer
  - c. Committee Chairs
    - i. Fundraisers
      1. Vendor and Craft fair – March 16, 9am – 3pm
    - ii. Social
      1. Family Bowling Night – February 6
      2. Family Bingo Night – March 8
    - iii. BSA Pack 3081
    - iv. Volunteers
      1. Book Fair – <http://signup.com/go/OPrTvfh>
      2. Bingo – <http://signup.com/go/ssRxmpR>
      3. Conference room meals - <http://signup.com/go/nWHjhPg>
3. Old Business
  - a. PTO open Positions
    - i. PTO Recording Secretary
    - ii. Basket Raffle co-chairs
    - iii. Enrichment co-chair
    - iv. Fundraiser co-chair
  - b. Gym Screen/ Projector
  - c. Draft of 2019-20 Calendar and Budget – asking for input
4. New Business
  - a. The 2019-20 PTO Executive Committee Nominations will be accepted now through May 14 at the beginning the PTO meeting prior to elections. A summary of the Executive Committee members are:
    - i. The Co-Presidents shall preside at all meetings of the Organization and the Executive Committee at which one of the presidents must be present.
    - ii. The Recording Secretary shall keep and records of the organization, take and record minutes, and handle correspondence.
    - iii. The Coordinating Secretary we are looking to have TWO people to help with planning fundraiser, drafting the budget, writing the PTO newsletter (if this to be continued – or if someone just wants to write it without being the coordinating secretary) for the following school year.
5. Upcoming PTO and School events
  - a. February 14 — Classroom Valentines Parties (time TBD)
  - b. February 18 — No School (PLD)
  - c. February 21 — Early Dismissal (11:30am) (P-T conferences)
  - d. February 21-22 — Parent/Teacher Conferences & Book Fair
  - e. March 8 — Family Bingo Night 5:30 - 7:30pm

- f. March 12 — PTO meeting at 4:30pm in the Library
- g. March 16 — Art, Craft and Market Day Fair in Spring Road Gym 9am - 3pm
- h. March 21 — Skate Night 5:30 – 7:30pm
- i. March 22 — Early Dismissal (11:30am) (End of Quarter)
- j. March 25-29 — No School (Spring Break)

6. Open Discussion Open Discussion to anyone with items not on the agenda. Please limit discussion to 5 minutes. Items will be addressed, if possible, or please allow us to add it to a future agenda.