



President: Janelle Nichols

1. Welcome, introduction, & Icebreaker
2. PTO meetings on the 2nd Wednesday of each month in the BFA Sanders Science Lab at 6:30pm - 8pm. SAVE THE DATES!
3. Review 2023-24 PTO events calendar
4. Registration and SignUpGenius
5. Procedures :
 - a. School activity request
 - b. Print marketing & Posters
 - c. Newsletter & Social Media electronic marketing
6. Committee Updates

Vice President: Alissa Motazed

1. PTO Volunteers - please sign up for 2 slots per year
2. Volunteer Appreciation Gifts - pick up at registration or will have to set up a time with Alissa individually
3. Position transfers/hand-off- let Alissa know if your transfer hasn't happened

Secretary: Kelly Dees

1. Forms: conflict of interest policy and communication & conflict resolution policy
2. Agenda item expectations - at least 48 hours before meeting, reminder 7 days prior
3. Vote Log

Treasurer: Christiana Sparks

1. Financial Policies & Procedures
2. 2023-2024 Budget Discussion
3. Upcoming Events
4. Bank Balances

Social Coordinator: Ewelina Chrzanowski

1. Franklin Fest - planning has begun!
 - a. Tickets will be \$15 per child not to exceed \$40 or \$45 per family
 - b. If volunteers hours have been obtained and logged by 09/22/23, admission is free
 - c. Fun new inflatables, face painting, balloon artists and food
 - d. Volunteers are needed to make this event a success, please email Ewelina or Kim (Franklin Fest Chair) if you are interested. Volunteers will need to remain at their station until the next volunteer arrives.

Fundraising: Andrey Flanigan

1. Movie Night August Spirit Night
2. Parking Spots
3. Committee Reports
 - a. Future Spirit Nights
 - b. Spirit Wear
 - c. Sponsorships
 - d. Spirit Rock
 - e. Online Fundraising

Room Parent Coordinator: Amy Marks

1. Open positions:
2. Room parent training