

ISAAC PTO Meeting Agenda

Date: 12-Sep-2023 **Time:** 6:00 - 7:00 PM EST **Location:** Zoom Virtual Meeting

Welcome and Opening Remarks (5 minutes)

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- Introduction of the current PTO members and officers
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- Greeting and thank you to all attendees for their participation
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- Explanation of the meeting agenda and objectives
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Overview of PTO Bylaws (5 minutes)

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- Review PTO Mission Statement
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Treasurer's Report (10 minutes)

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- Presentation of the current financial status and budget overview
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- Discussion of fundraising efforts and upcoming events
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Principal's Update (10 minutes)

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- Report from the school principal on recent school activities and developments
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- Updates on academic performance, school programs, and initiatives
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- Any challenges or concerns facing the school
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Nominations for PTO Officers (10 minutes)

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- Open nominations for PTO officer positions (e.g., President, Vice President, Treasurer, Secretary)
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- Encourage parents to volunteer or nominate others
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- Discuss responsibilities and expectations of each officer role
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Open Floor for Questions and Comments (10 minutes)

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- Allow parents and attendees to ask questions or share their thoughts
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- Address any concerns or suggestions
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Upcoming Events and Announcements (5 minutes)

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- Share information about upcoming PTO events, meetings, and important dates
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- Remind parents about ways to get involved and volunteer
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Closing Remarks (5 minutes)

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While not needed for next week, let's consider adding the topics below to future meeting agendas.

Teacher's Update -- *We could have a different teacher attend each of the meetings as a way for parents to meet and get to know them better*

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- Insights from a teacher on recent classroom activities and curriculum
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- Discussion of any specific needs or projects requiring PTO support
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Committee Reports -- *As we start doing more and growing, this will be an important addition to the meeting agenda.*

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- Review of PTO committee activities (e.g., fundraising, community events, volunteer coordination)
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- Progress updates on ongoing projects and upcoming events
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Guest Speaker or Presentation -- *We discussed having something like this last year. Let's see if it can get any more traction this year.*

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- Invite a guest speaker or conduct a presentation on a relevant topic (e.g., school safety, student well-being, educational trends)
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