

Agenda

Heritage Elementary PTO Board Meeting

Date: August 7, 2024

- ❖ (5 min) **Board Introductions**
 - Board Member Name and Position
 - Name and Grade of Children Attending

- ❖ (10 min) **Review and Approve PTO Bylaws** (*Maria Fong*)

- ❖ (4 min) **Executive BOARD Members: Revise and Approve of new members** (*Maria Fong*)
 - Corresponding Secretary Co-Chair: Lladira Espinoza
 - Fundraising Chair: Ashley Vasquez
 - Historian Chair: Claudia Carballo
 - Volunteer Coordinator Chair: Erin Pedrin

- ❖ (35 min) **Review and Approve Master PTO Calendar** (*Maria Fong*)

- ❖ (2 minutes) **Schedule Next Meeting**
 - Wednesday, August 21 at 5:30pm