1. Call to Order and Attendance
2. Approval of Minutes from April 2012 Meeting
3. Introductions, Correspondence, and Announcements
	1. Thanks to 2011/2012 Board
	2. Welcome to 2012/13 New PTO Board Members
	3. Directory Contest Voting
4. Administrative Reports
	1. Dr. Scott Warren – Superintendent
	2. Principals - Christy Adler, Jill Mau, Howard Holbrook
5. PTO Executive Committee Reports
	1. President
		1. Year End Reports and Transition Meetings
		2. PTO Store Launched
	2. Vice President
		1. LFF Update
		2. OMMPa Update
		3. Volunteer Registration Form(s)
	3. Treasurer
		1. Reimbursement requests submitted by June 1 for all completed programs, others by June 15th
		2. April Financials and Coordinator Tracking
		3. Updated 2012/13 Budget
	4. Secretary
		1. Retirement Cards Circulated for Signatures
6. Board Member Updates
	1. Communications
	2. Community Relations
	3. Cultural Arts
	4. Daniel Wright Coordinators
		1. Art Cart
		2. Lighted Schoolhouse
		3. 8th Grade Dance
	5. Fine Arts Day
	6. Half Day Coordinators
		1. 3rd Grade World’s Fair
		2. 4th Grade State Fair
		3. Author Visit
	7. Health and Safety
	8. HEPCO
	9. Membership and Welcome Committee
	10. Room Parents
	11. Special Projects
	12. Sprague Coordinators
	13. Ways and Means
		1. Sponsorship: Hat Trick Renamed Premier PTO Partner, New PPP Forever Smiles
		2. Run for the Fields/5K
		3. School Supplies
		4. Spirit Wear
		5. Parent Party
7. PTO Board Review of Policies and Procedures – Email will be sent in June with overview of all policies, procedures and document checklist. Key documents and processes to be aware of:
	1. PTO By-Laws, Handbook and Code of Ethics
	2. GoogleDocs for all documentation
	3. Financials (Budgets, Tax Exempt Form, Reimbursement and Refunds, Deposits)
	4. School Board Meetings
	5. PTO Calendar
	6. Communications – Website, Facebook, Constant Contact Blasts, Flyers, Newsletter Updates, 103 Monthly Articles
8. Adjournment – 2012/13 Meeting Schedule to be Distributed in June

HAVE A NICE and RELAXING SUMMER!!!!

THANKS AGAIN FOR AN AMAZING YEAR!