



KCSMA PTO

3010 Cobb Pkwy NW, Kennesaw, GA 30152

Sunday, September 10, 2017 at 3:00pm
Executive PTO Officer Meeting Agenda

KCSMA PTO Purpose: The Corporation is organized for the purpose of supporting the education of children at KCSMA by fostering relationship among the school, parents, and teachers.

- I. **Call Meeting to Order**
- II. **Approval of the Agenda**
- III. **Reports of Officers**
 - President's Report
 - Roles & Responsibilities
 - Treasurer's Report
- IV. **Reports of Committees or School Representatives**
 - Hospitality
 - Recognition
 - Rewards Programs
 - Social Committee
 - S.T.E.M Committee
- V. **New Business**
 - Review first round of teacher mini grants
 - Creating a committee\event checklist
 - Communication Methods
 - Transitioning Treasurer duties
- VI. **Old Business**
 - Roles & Responsibilities
- VII. **Questions**
- VIII. **Adjourn**