

**Marshall Elementary Parent-Teacher Organization  
Meeting Agenda**

**August 7, 2019 - 11:00am**

*GreenFire Restaurant Bar & Bakery, Rockford, 61114*

- I. Call to Order**
- II. Roll Call / Introductions**
- III. Reading and Approval of Minutes**
  - A. May General Meeting, May 7, 2019
  - B. June Special Executive Meeting, June 6, 2019
- IV. Reports of Officers**
  - A. President's Report (Doreen Pierce)  
Updates to include: Website updates (Volunteer and directory portal; Principal's Message; Brand messaging and visibility); RPS 205 FACE (PTO Today Plus, DPAC); Small group conferences; Event chair coordination
  - B. Treasurer's Report (Chris Alesandrini)  
Updates to include: End of fiscal year and forthcoming budget planning forthcoming; Non-profit compliance annual reports due; Audit preparation updates
  - C. Principal / School Administrators' Report (Jessica Powell)  
Updates to include: Pergola construction
- V. Reports of Committees and Events**
  - A. Play Dates at the Parks (Doreen Pierce)
  - B. Back to School Night (Doreen Pierce)
  - C. Race for Education (Doreen Pierce)
  - D. Spirit Wear (Jessica Powell)
  - E. Everyday Fundraising (Shannon Bennett)
- VI. Special Orders of Business**
  - A. 2019 - 2020 Officer Elections (Doreen Pierce)
    - 1. Vote for nominated candidates
    - 2. Nominate candidates for open positions
    - 3. Call to fill open positions
    - 4. Bylaws / Conflict of Interest Policy acknowledgement and agreement
- VII. Unfinished Business**
  - A. Finalizing calendar (Teachers' Conferences Lunch, Book Fairs, Spring Open House & Talent Show, Fall Parties, Family Social Night)
  - B. *Scholastic News* purchase

**VIII. New Business**

- A. Final budget year considerations (Monster Mash, smaller teacher allocations, grant requirements)

**IX. Announcements or Discussion at Large**

**X. Adjournment**