**Crooked Lake PTO Meeting Minutes**

**September 21, 2015**

The May minutes were reviewed. The minutes were approved.

Report of Officers

**Chairperson**

Introductions

**Treasurer**

Treasurer’s report was presented.

Treasurer’s report was approved.

Report of Staff

**Principal**

Eveland Farm

Face book updates

**Teacher(s)**

**Volunteer Services Coordinator (VSC)**

Volunteers have assisted in many ways already this school year such as:

Preparing open house student folders

5th grade open house student greeters

Many morning hallway greeters and breakfast pass volunteers are in place

Assisting with lunch for the kindergarteners during the first week of school

Assisting the Lifetouch photographers with picture day

Sorting headphones for the students that are used in the computer lab

Even classroom support has begun

We have many Volunteer Applications, in many different stages in place for this school year. 108 are completed with the necessary background checks. We have many more that are in process.

I am in the process of verifying all volunteers who have registered on the Sign-Up Genius website for this weeks picnic. I expect to hear from the high school youth coordinators by tomorrow and will share any names I am given with the appropriate contact person for this event. Please let me know who I should be working with. Student Volunteer Applications were given to each high school coordinator but I will have a supply of Student Applications ready for those who may come with out theirs completed.

I will be in and out of the office this fall as I deal with some health issues, but will do everything that I can to make sure that volunteer information is current for your upcoming events and do what I can to ensure their success.

**Committees**

**Old Business**

**New Business**

Discussed community Picnic needs

Amy Postigo volunteered for Secretary

No funding for requests until fun run