

Duties

1. Develops the PTO's annual budget.
2. Approves and schedules all PTO programs and activities.
3. Establishes and oversees committees to conduct PTO work.
4. Coordinates fundraiser programs.
5. Review

All funds shall be kept in the school's internal funds account managed by the school's bookkeeper.

The organization shall leave a minimum of 2,000.00 in the treasury at the end of the school year.