

# 2022-23 Highland PTO Meeting Dates

2<sup>nd</sup> Monday of each month at 6:30pm  
at Highland School

## 2022:

Sept 12  
Oct 10  
Nov 14 (Requests due Nov 7)  
Dec 12

## 2023:

Jan 9 (Requests due Jan 2)  
Feb 13  
Mar 13 (Requests due Mar 6)  
Apr 17 (Apr 10 is spring break)  
May 8

## Events (++) & Meeting Agenda Items by Month

August	++ School Supply Drive ++ ++ Staff Appreciation Meal (Meet the Teacher) ++
September	Proposed Budget presented and discussed Set meeting dates for the year
October	++ Book Fair ++ ++ Staff Appreciation Meal (P/T Conferences) ++ Budget finalized and voted on (no later than Oct 31)
November	++ Read-a-Thon ++ Staff Budget Requests presented and voted upon
December	++ Pirate Pride Shirt Sales ++ Bylaws reviewed
January	Staff Budget Requests presented and voted upon
February	++ Book Fair ++ ++ Staff Appreciation Meal (P/T Conferences) ++
March	Staff Budget Requests presented and voted upon
April	Officer Nominations Annual Meeting / Full Treasurers Report (covering previous 12 months)
May	++ Yearbook Sales ++ ++ Field Trips ++ ++ Staff Appreciation Week ++ Officer Elections

Proposed Budget due at Sept meeting  
Bylaws reviewed annually