

Call to Order

Attendance, quorum, and introduction of guests Online Sign in Sheet: <https://forms.gle/juZWtEcH8sFyaL6B7>

- Not a member? Go to: <https://hilltoppta.org/Packet/Join>

Opening *Welcome, inspiration, etc.*

Approval of the minutes *Minutes should be distributed to all members prior to or at the meeting and be approved by general consent as written or as corrected. No motion is needed.*

Financial report *No motion is needed for adoption. State "the report will be filed."*

Annual Budget:

https://docs.google.com/spreadsheets/d/1kK2pPTWuXyDsY4Fm5DO7iU8t8AIYqw6_QMqQM2xL0KA/edit?usp=sharing

- Current Budget Report
- Grant Requests

Correspondence *Secretary reads any pertinent correspondence, summarizes when possible and any action required should be taken immediately.*

Committee reports *Before the meeting, the president consults with committee chairs and officers to find out which committees have reports to give. If the committee makes a recommendation, the person making the report makes a motion and action is taken immediately.*

Additional Reports *Students, PTA officers, principal/staff, scouts or community members, as needed.*

Unfinished Business *Minutes from the previous meeting will indicate any unfinished business.*

New Business *This is the member's opportunity to bring forth items in which they are interested. Must fall within the objects of the organization as provided in the standing rules.*

Announcements: *Training dates or upcoming special events, etc.*

- ESD Calendar <https://www.edmonds.wednet.edu/calendar>