



Hello Lowell Leopard Families! It is PTO Board Election Time!

I would like to start by explaining that PTO stands for Parent and Teacher Organization. All Lowell parents and all Lowell staff are members of the Lowell PTO. The annual election is held to fill the required Board of Directors positions in order for us to have a recognized organization and use our funds to sponsor school activities and events. Without these positions filled, the PTO will dissolve and there will no longer be events like the Fall Into Fun Fest, field trip funds or an End-of-Year Picnic.

That being said, I would like to highlight the accomplishments of the PTO over the last three years. With successful fundraising, we have updated the landscaping, provided \$1,000 to the Playworks playground program, given our clubs over \$600 in funding, provided every teacher with \$100 per school year to offset classroom needs, provided every student with \$10 per school year to offset field trip costs to their families, and provided all of our learners with hands-on learning materials by funding \$3,500 to the Maker Space, provided funds to start building an outdoor classroom, purchased flexible seating for all classrooms, provided funds for an all school field trip to a Milwaukee Wave game and more! We have also sponsored, planned, and held the Fall Into Fun Fest, Spring Carnival and the End-of-Year Picnics; activities that provide low cost, family-friendly, social time for everyone. We have also supported the amazing teachers that spend their days with our kids by providing meals to all staff on conference nights (4 per year), as well as showing our gratitude through hosting daily surprises during staff appreciation week.

I enjoy being part of the PTO Board and participating in the monthly meetings that are open to everyone because it keeps me “in the know” with regards to the school and the district. It allows me to have a say in decisions that affect my children. I strongly encourage all of you to attend a meeting. We would love to have the opinions of more parents and the representation of all grades.

Our next meeting is Tuesday, April 16th at 6:00pm. I really hope to see you there! I promise you a warm and welcoming environment and that we will not ask you to volunteer for anything!

Success Together,

Jeannette Clarke
PTO President
262-818-4642

PTO Board Elections



Our mission is to enrich our children's educational experience and promote a sense of community by supporting the families, teachers, and administrators of Lowell Elementary School.



2019 -2020 School Year

**If you are interested in entering your name or nominating someone else,
please call Jeannette Clarke at 262-408-2517 and/or
attend the upcoming PTO Meeting on April 16th at 6:30pm.**

If you have any questions, please feel free to ask any of the current officers, we'll be happy to help!

President:

- Preside at all PTO meetings.
- Coordinate the work of the officers and committees.
- Responsible for auditing the Treasurer's financial ledgers.
- Recommended that the President(s) attend monthly School Board meetings.
- Perform any other duties as may be assigned by the Organization.
- Required to attend all school activities supported by the PTO.

Vice President:

- Preside at all PTO meetings.
- Acts as an aide to the President(s).
- Can perform duties of the President(s) in the absence or inability of that officer to serve.
- Responsible for keeping records of all programs and procedures of the Board.
- Shall oversee Student Socials Chairperson.
- Recommended to attend all school activities supported by the PTO.

Treasurer:

- Preside at all PTO meetings.
- Shall receive all monies of the Organization.
- Keep accurate records of receipts and expenditures.
- Shall pay out funds only on order of the Board.
- Present a financial statement at every meeting.
- Provide an annual report in July/August to plan the budget for the following school year.
- Shall serve as the Disbursement Coordinator.
- Shall oversee Fundraising Chairperson.
- Recommended to attend all school activities supported by the PTO.



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Secretary:

- Preside at all PTO meetings.
- Responsible for consulting with the President regarding all meeting agendas and their distribution.
- Record the minutes of all meetings of the organization and perform such duties as may be delegated.
- Responsible for sending updates for the PTO Website.
- Responsible for working with Communications Officer to distribute relevant information.
- Shall oversee Community Building Chairperson.
- Recommended to attend all school activities supported by the PTO.

Standing Officer:

- Preside at all PTO meetings.
- Shall oversee Appreciation Chairperson.
- Act as a substitute for any officer position if that person is unable to carry out a particular task.
- Recommended to attend all school activities supported by the PTO.

Communications Officer:

- Preside at all PTO Meetings.
- Responsible for making updates to PTO Website, Facebook and Twitter.
- Responsible for distribution of PTO communications home .
- Responsible for communications with Principal regarding P.A. announcements.
- Responsible for consulting with PTO Officers and Committee Chairpersons for the composition and submittal of communications to Principal's weekly newsletter.
- Shall oversee Communications Team.
- Recommended to attend all school activities supported by the PTO.

Current Officers:

Jeannette Clarke - President

Autumn Downs - Vice-President

Jessica Litt - Treasurer

Lindsay Hesse - Secretary

Molly Hollmann - Standing Officer

Amanda Delaney - Communications Officer



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