



PTO Meeting Teacher Representative Role:

Responsibilities:

- Act as the representative for your department
- Request agenda items to pto@tcsdbg.org 1 week prior to the meeting
- Attend the meeting in the Little Chapel. 8:30am Refreshments 9:00 am Meeting
 - September 12, 2023
 - November 14, 2023
 - January 30, 2024
 - April 30, 2024
- At selected times, provide curriculum or project updates. Please feel free to request this as an agenda item
- Share link to notes from meeting attended with your department posted on the [TCS PTO page](#) and call attention to any next steps
- **Please note:** As of the 2023-24 school year, the PTO budget only funds school's events and teachers' gifts. Please reach out to npasquinilli@tcsdbg.org with funding requests.