



Help us help **Butler!**

**YOUR PTO IN ACTION
2021 - 2022**

- Staff Appreciation
- Popsicles @ Playground
- Outdoor Movie Night
- Assemblies
- Family Halloween Party
- Butler Spirit Wear
- Box Tops for Education
- Spirit Sticks
- Treat Days & Hot Lunch
- Smencils
- "Take the Night Off"
- Scholastic Book Fairs
- Family Nights
- Daddy/Daughter Dance
- Mother/Son Outing
- Classroom Parties
- Butler Dash
- 4th Grade Social
- Spelling Challenge
- Santa's Workshop
- Ice Cream Truck
- Student Grams
- Fun Fashion Days
- Pastries with Peeps
- Author visit

William J. Butler PTO

Nominations for 2021-2022

- ✓ I want Butler Elementary to be one of the best schools in Illinois!
- ✓ I want my child to have a great school year – to learn and to have fun!
- ✓ I want to help decide how PTO fundraising monies are spent.

If the above statements are true, then help us help our school!

Parent involvement is critical for a successful school. Volunteer as a PTO officer by nominating yourself or someone else.

Please complete the information below and return this form via email to mgliwa6@gmail.com **by Thursday, May 27.**

Nominee Name: _____

Phone Number: _____

E-mail: _____

Executive Board Position: _____

You may choose to submit a brief bio which can be attached to this form or emailed to the address below.

Virtual Elections will be held on Thursday, June 3, 2021

All candidates will be announced on our Facebook Page

<https://www.facebook.com/WilliamJButlerElementarySchoolPto>

For questions, please contact
Mary Gliwa at mgliwa6@gmail.com 815-955-8030

William J. Butler PTO

Executive Board Positions:

President: Serves as principal executive officer of the organization. Supervises and controls activities of the organization. Presides and participates in all executive and membership meetings.

Vice-President: Acts as aide to the president and performs the president duties in the absence or inability of the president. Acts as the coordinator of volunteers and committee chairs. Performs other delegated duties as assigned.

Secretary: Keeps the minutes of the proceedings of the membership and executive committees. Conducts delegated correspondence and performs other assigned duties.

Treasurer: Has charge and is responsible for all funds of the organization. Reports account balance at membership or monthly meetings. Performs delegated duties as assigned.

Financial Secretary: Collects and deposits membership dues and PTO monies. Performs delegated duties as assigned.

Activity Coordinator: Has charge and is responsible for coordinating PTO sponsored activities. Serves as liaison between the Board and activity chair person(s).

Fundraising Coordinator: Has charge and is responsible for coordinating PTO sponsored fundraising activities. Serves as liaison between the Board and fundraising activity chair person(s).

Hospitality Coordinator: Has charge and is responsible for hot lunch and treat days and assists with organizing food, drinks, and treats at all PTO events.

Communications Coordinator: Has charge and is responsible for maintaining updated information on all applicable electronic sources. Moderates online tools and social networking websites.

- Term of office for all officers shall commence on July 1 for one year.
- Duties of the Executive Board include attending a monthly Executive Board meeting.
- At least one Executive Board member must be present at every PTO event.

For additional Board Position questions, please contact
Mary Gliwa at mqliwa6@gmail.com or 815-955-8030

Additional opportunities are available as a committee chair or volunteer.

More information coming soon!