Parent Teacher/Booster Organizations

First of Year Checklist

\_\_\_\_\_ 1. Copy of by-laws

\_\_\_\_\_ 2. List of prior year and current year officers

\_\_\_\_\_ 3. Proof of registration with the Mississippi Secretary of State’s office

\_\_\_\_\_ 4. List of proposed meeting dates for the current school year

\_\_\_\_\_ 5. Due by August 30, 2022: Copy of a current bank statement

\_\_\_\_\_ 6. Due by August 30, 2023: Annual financial report from the previous school year

Principal/Athletic Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

Matt Keith: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_