

OES PTA Event Report

<u>Event:</u>		<u>Date:</u>
<u>Chair/Committee:</u>		
<u>Description of Event:</u>		
<u>Budget:</u>	<u>Spent:</u>	<u>Last year spent:</u>
<u>Volunteers:</u>	<u>People to Call Again:</u>	<u>Were Needs Met?</u>
<u>Summary/Feedback:</u>		
<u>Changes to Make Next Time:</u>		
Please e-mail to our Recording Secretary within 6-8 weeks of your event to be added to the agenda for our next meeting and file in your procedure book. Thanks for your hard work!		