Hello everyone

First off thank you for assisting the Mellon PTA by agreeing to chair or co-chair an event at Mellon Middle school. Your support, time and effort are very appreciated by both the students and staff. I wanted to forward some information and resources that may be helpful throughout the year and when planning your particular event. We have done away with the binders for the most part. Information is stored on a google drive.

*Mellon memo is a weekly newsletter that gives parents and students the scoop on what is going on at school. The deadline to submit information is the Friday prior to newsletter going out on Sunday Evening. The email address is mellonmemo@gmail.com.

*Mellon announcemets can be submitted to mellonannouncements@mtlsd.net. These will be read allowed during morning announcements and placed on Power school.

*Budget If you have a budget for your event it will be provided to you or can be confirmed via our Treasurer Allison Carey acarey336@verizon.net.

*Year End Reports These may hold helpful information from past events for you to reference when planning your event. Past year end reports maybe sent to you by the historian if you request it. When you conclude your event please fill out a report and send to me. The link can be found on dashboard under PTA section. If you need a blank one sent just email kellylatona@verizon.net