



Millbridge Elementary  
School

## Delran Elementary PTO

*Join the den to help cubs grow*  
[www.delranelementarypto.org](http://www.delranelementarypto.org)

Delran Intermediate  
School



# Important PTO Information

## EASY STEPS TO JOINING AND BEING INVOLVED

1. **Membership** – For your convenience you can apply and pay ONLINE at <https://delranelementarypto.membershiptoolkit.com>



- a. Choose NEW USER
  - i. Fill in your family information
  - ii. We will be sending email via this website so please make sure you use one that will help you keep up with current events.
- b. Click “Join the PTO” on the Left side
- c. Click “Add to cart”
- d. Click “Click here to check out” in the Success window.
  1. If adding more than one person you must have their information on the family part.
  2. The \$8 fee is per person
- e. Choose:
  - i. Pay NOW to pay online using a credit card, debit card, or PayPal.
  - ii. Pay LATER - send in your money in an envelope to DELRAN ELEMENTARY PTO Membership with your name and your student’s name to your student’s teacher.
- f. If you would like to keep access to the directory on hand there is an app – search for “Membership Toolkit” in the app store.



*Please note, you must be a member to be a Room Liaison or Committee Head.  
PTO members receive emails about upcoming events and volunteer opportunities,  
such as book fairs, picture day, and events.*

2. **Room Liaison** – (Formerly Room Parent) Each room will have a parent assigned that will be in contact with the teacher for anything “class” related. (At this time there are no visitors in the building.) Please visit our web site and click on the tab for Membership and Forms. Use the Room Liaison link to complete the form. All forms must be submitted by Friday, September 17th. **Late forms will not be accepted.**
  
3. **Family Directory** – You have the option to be included/excluded be from the public directory. This online version is similar to the printed one in that you can share your information between classmates in a form that not widely public. You can opt to not share it publicly, but only with PTO staff. To see the directory, you need to sign up using the QR Code/Website above in *Membership*.
  
4. **ONLINE UPDATES** – Like the Delran Elementary PTO Facebook page or visit DelranElementaryPTO.org to learn about upcoming events, see pictures and stay informed.

Any questions or problems please contact  
Peggy Schweikert-Kavalkovich at [Delranelementarypto@gmail.com](mailto:Delranelementarypto@gmail.com)

