

Executive Board Meeting 12/17/24

- All PTO business information must be using the gmpto@ketteringschools.org email. Lexi appointment with Sarah Friday 12/20/24 @ 7:45 am at school to set up account. Grace, please reach out to Sarah to set up an appointment for access to the email. When sending information please ensure all board members including the principle are included for transparency and to ensure everyone is informed.
- Candy Grams Delivery on 12/20/24 between the hours of 10:15-1:00pm the school has an Elf and Grinch costume. Sarah Jenson is the contact.
- Skateworld contract has been signed and approved. It was noted that Skateworld has poor return as far as profit goes for the school. March 17th 2025 from 6pm to 8pm. Kari Basson is the final approval for all fundraising. It was suggested to have a list of already approved locations to assist with reaching out to companies for a smoother process.
- Box Tops- Sue school secretary is looking into this
- Dorthey lane market is another potential option to create an account similar to Kroger Community Rewards.
- Kroger has been contacted via email and phone call several times and has not returned our calls or email. The account has not been transferred over to the PTO. Discussed having the school write the PTO, a check from Kroger Community Rewards will need to be approved by the school Treasure.
- Mrs. Goodwine suggested we have a summer PTO retreat to discuss amending our ByLaws as a group. It was also discussed to have our current executive members stay in their current role for one additional year. Will need to be discussed further. The ByLaws will also need to be amended to accommodate that potential change.
- Board Meetings will be held on every 3rd Tuesday moving forward. Start time to be discussed at the Jan 7th meeting.
- Students of the month are moving forward. Teachers have submitted the next round of students we are waiting on a 3rd grade student. The announcement will be on Jan 6th. Nicole will be creating the next 4 popsicle stick frames. In February Lexi will add her documents and create a new version of the students of the month.
- Kettering City School website – Mrs. Goodwine to update
- DayAir bank amount to maintain \$100.00. Venmo was discussed. PTO Treasurer to look further into best avenue for Cash App for parents to pay member dues easier. For a cashless option.
- PTO upstairs closet to be inventoried on Jan 9th, 2025, double check date. Please confirm
- City BBQ confirmed from Feb 21st, 2025, from 11am to 8pm
- The agenda for all future meetings will have a rough draft sent to all board members for approval and a chance to add/change anything. The final agenda will be sent out one day prior to the meeting to allow the PTO to preview the discussion topics. This may also assist us with keeping time. The prior meeting minutes will also be printed for the meeting and will not be read aloud, they will only be motioned to approval. This will also assist with saving time.
- The Charitable Registration has not been filed due to lack of funds.
- The PTO start up flash drive will be turned into the school safe once the final step of completing for charitable registration is finished. The flash drive will include the states websites, username and passwords, as well as filing dates.
- Executive Board Photo on Jan 7th 2025 after PTO meeting
- Treasure Elect Position to be voted in on Jan 7th 2025. Sarah Jenson has submitted an application