



Meeting Name: Lawrence Elementary PTO Meeting

Date: August 14, 2024

Location: Kristina's House

Lawrence PTO Exec Board & Committee Coordinator Meeting Minutes

Attended	Name	Role
X	Kristina Plattner	President
X	Becca Casperson	Vice President
X	Jennifer Affleck	Secretary
X	Nyssa Hoch	Treasurer
X	Amanda Mattos	Fundraising
X	Ashley Yalkut	Hospitality
X	Sarah Alessi	Events

Topic	Discussion	Action/ Follow up/ Respon sibility
Call to Order	Call to Order at 6:43	
Meeting Minutes Approval	No changes to meeting minutes	1st: 2nd: Board Approved



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Garden/Construction Update:	• In mid June we moved dirt and got lots of the grass area out, new irrigation, installed new mounds, leveled the ground to get it ready, • Ethan Allen donated a large amount of cardboard. • Need additional tanbark for the kindergarten area. Will possibly need one more truck full of bark • Sourced out 15 different plants. Each grade will pick what they want for their area • Do not have the trees sourced out yet, will look into that • Will need help with a fence to go around the mounds. Hoping to get recycled fencing. Kids will be able to paint them. Will serve as a retaining wall. • Need delineators for the area that will multi serve for the Fun Run • This is now a leadership job. Students will take over. Information will go in the newsletter on Friday. • List of jobs for the garden will be out soon	
Family Events Update:	• Block Party will be a welcome back to school party • New family meeting at 5:15pm • It will be open for everyone at 6pm • Name tags with designated colored dots for each grade • There will be a DJ, food trucks, Kona ice, bubble machine, spirit wear sales, LES will be there, scavenger hunt, photo booth, lawn games, Leap room will be open to display art plans, PTO Table and a RAS Table • Set up and clean up is needed. We will have lists of what needs to be done before and after • We want to be sure that we are filling out event report form for each event	
Calendar Update:	• Will need to flip the book fair date and dance date • Link to the calendar is in band which updates daily	



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Treasure Update:	● Draft Budget if ready for review ● Compared to last year this year was 14k more ● There are some adjustments ● Last year we had teachers submit grant requests. We now have a line item for field trips and classroom events ● Landscape renewal was added as a line item ● Will bring this to the public in Sept and vote on it. ● Lighthouse team has its own line item. ● We have all our books for our next LIM training ● All the afterschool enrichment classes bring in about 3k per year. ● Reimbursement forms are on band or can be emailed to you if needed	
Grant Requests:	● Stephanie Crusso: No longer getting free folders. Staff wants folders for the entire school. Erin is working with Dorian. Will look for other options for folders.	
Missoula Update:	● Got civic permit for Missoula	
Fundraiser Update:	● Preparing for Fun Run ● Shirts came in and are so cute ● Wine Country Nights ➡ Will be on 10/11/24. ➡ There will be servers and a new BBQ spot, DAT BBQ ➡ Need the room parents to have a list of venders ➡ DJ and photo booth will be there ➡ Ticket prices will go up to \$75 ➡ For teachers you can buy a ticket directly and it will be \$40-50. Spouses will get the teacher's pricing ➡ There will be a meat or vegetarian option	
After School Enrichment Update:	● Starting the same programs. ● Hoping to add robotics ● Tennis/Science is Tuesday ● Track and Field Wednesday ● Soccer on Thursday	



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	• Cheese on Friday	
Volunteer Coordinator Update:	• Asking coordinators to attend all PTO meeting • Applications are due on Friday • Should only do one classroom if you have multiple children • Once they are picked we will have a meeting • We do not have many volunteers as of now	
LEAP Update:	• The room is being used for lots of different events • Getting volunteer list together • Has all the stuff planned	
Running Club Update:	• Order charms and necklaces • Will start in September and be on Friday mornings • Will have easels and speaker • PTO will be buying and ipad	
Spirit Wear Update:	• Out of all small shirts • Got lots of new orders this week	
Yearbook Update:	• Working with Tree Ring	
Hospitality Update:	• Got Togos lunch and snack pencils for the teachers and staff • Our new counselor is gluten free so need to consider that for future events	
Future Plans and todo's:	• Meeting will be on wed in the library • Need to look into who gets the funds for the after school programs	
Meeting adjourned: 8:34 p.m.		



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Next PTO Meeting: September 11, 2024 at 6:30 p.m.