



**Heritage Academy Gateway Campus
PTO Board Meeting Notes**

17 August 2021 at 7pm

Board Members Present: Melissa Walton (President), Julie Akin, Jonathan Catlin, Gretchen Gallup, Suzy Irwin, Stephanie Leavitt, Lindsay Palmer, Christina Peoples, Adam Thompson, Afton Marie Welker, Kathleen Lopez (Principal)	Board Members Absent: Debby Duke
--	--

Call to Order

Approval of Last Month's Meeting Minutes: Approved.

Reports

Principal's Report:

Parent substitutes interest, email Ms. Lopez
Parent volunteers for Hearing and Vision Screenings

Treasurer's Report:

Adding new signers
Reviewing auditing report

New Business

- Debbie Stimson - Food sale during lunch, independent business for profit
Jordan Stimson - Presenting Idea
Scholar snack shop, selling prepackaged food daily from the kitchen window
\$1 or 2/\$1 items available
NHS/NJHS scholars hand out
Pizza and soda on dollar for duds/special event days
Run as personal business
Once per semester donate to PTO

Idea tabled, needs more approval from admin
- Meeting Schedule for the rest of the school year
Keep as 3rd Tuesday
 - Sept 21
 - Oct 19

- Nov 16
- No December mtg
- Jan 18
- Feb 15
- Mar 22 (4th Tuesday due to spring break)
- April 19
- May 17

Voted unanimous

- Student Drop-off and Pick-up

Concerns – backup for dropoff, people in no parking area blocks view to exit the parking lot

- Traffic study done by town (2 yrs ago?). The parking lot was adjusted for staff and right/left turns were allowed at the exit.
- Parents allowed to stop behind the red area, school zone not approved
- Teachers currently helping flow in afternoon, parent volunteers to help in the morning, rope off red curbing with cones + parent station
 - Parent volunteer, Stephanie send out emails
- MONDAY
- TUESDAY
- WEDNESDAY
- THURSDAY
- 7:15am
- Possible stop light east of the school. Need to get the nearby neighborhood on board.
- Potential “driveline”/app system for ease of traffic flow. Setting up a committee to research cost and what would be involved for setup.
 - Afton will head up the committee.
 - Committee will include Gretchen, Sarah Hecht, Stephanie and Julie.
- Have another entrance/exit through gravel out to east of school?
- Email go out with diagram of dropoff/pickup

- My School Bucks 4% fee

- Budget for PTO
- Increase fees to cover cost for next school year

- Events/Fundraisers for the year - Dodgeball, Movie Night, Fall Festival

- Movie Night next meeting

- Chairpersons/Volunteers for Various Activities and Committees

- Teacher Appreciation
- PTO Dues
- Constitution Week - Gretchen Gallup (w/ Dr. Russell and Suzy Irwin)
- Teacher Appreciation - Lindsay Palmer (w/ Julie Akin)
 - Approved \$500 total yearly budget for monthly gifts
 - Will revisit budget teacher lunch for Appreciation Week

- Approve new Brick Donation Form

- Fundraising:

- AmazonSmile - as of June 2021 Heritage Academy Gateway, Inc has received \$1,798.90
- Edukits
- Uniform sales at Meet the Teacher - \$360

Old Business

-

Topics Tabled for Next Meeting

- Approve new Brick Donation Form
- My School Bucks 4% fee
- Events/Fundraisers for the year - Dodgeball, Movie, Fall Festival?
- Fundraising

Meeting Adjourned

Next Meeting: 21 September 2021 at 7pm

Thank you for attending our PTO Meeting. Your time and participation is invaluable.

****We appreciate your help in keeping our meeting to no more than an hour by staying on topic.
Please save all side questions and comments to individuals for after the meeting****