

GEMS PTCO Meeting Minutes
June 11, 2024 at 6:30pm
GEMS Outdoor Classroom

- 1.) Call to order time: 6:35pm
- 2.) Attendance / Introductions / Review Agenda - Frank Gore, Ilona Shangraw, Kimberly Ploof, Mikaela Sykas, Coralee Tye, Jessica Denton, Sara Walker, Amanda Mobbs, Cat Schoonejongen, Sara Stewart, Chris Stewart, Bud Ploof, Emma Saunders, Wynea Buford.
- 3.) Review & Approve minutes from May. Jessica motions to approve May minutes as is, Sara Walker seconds. Motions passes.
- 4.) GEMS Administrative Team report. Mr. Emery did not attend. PTCO is invited to Staff End of Year Celebration; we've never been invited before. Purposefully be invited to recognize all we've done this year. We'd like to have a representative there. Awards at 12pm, Sara Walker to attend. Nothing yet on the GEMS FB page - had hoped to see something recognizing Frank's efforts on our Yearbook.
- 5.) Treasurer's Report - Current Checking Balance \$21,551.26. Sophia Gore fundraised \$53, which made us break even almost exactly. Sophia made fidgets and lemonade. \$282.61 in Cash Box. Reviewed Budget Report, on Left Column what we planned for expenses, on Right what we spent. Anticipate ending this year with \$19,608 (two outstanding teacher mini-grants). We came out even despite missing out on 3 fundraisers: no coin war, no fundraiser for staff appreciation (the signs parents could buy) and a movie night. Came under by \$636.50 in our spending. Budget report here: <https://drive.google.com/file/d/1Y1whaqzh1G2p7-YYbmomzwuiZXO6dHAF/view>
Frank motions to accept the treasurer's report, Jessica seconds. Motion passes.
- 6.) Four Winds Collaboration - Ilona states from here on out plan to utilize Georgia Beach for annual Four Winds field trip as much as possible because it's free to us. Bussing will still be the most expensive item for the whole year. For this year, bus expense was \$805 total, three days of bussing, total of ten trips (one way). Amanda Mobbs suggests checking in with Mountain Transit; wonder if there is a clause in the existing Contract with Terricel. Four Winds chairs would like to explore a fundraiser; something nature based (tree or flower sales). Claussens's has a program they offer as a fundraiser. If a Tree Sale Franklin County Conservation Commission, Native Trees local in New England, suggested by Wynea. Lauren Weston is the District Manager of this. <https://www.franklincountynrcd.org/treesale> Warm hand off by Wynea. Four Winds Chairs feel budgeting for next year \$2,000 would be much appreciated.
- 7.) Academic Year Event Discussions as needed:
 - a.) Spring Teacher Mini Grants - Sara Chair. Reflections / feedback. - We have two outstanding receipts from two teachers (Miss Purcell and Ms. Clark for Q Balls). We've granted a total of \$2347.29. \$398 is the additional increase if the two Q Balls are purchased. Next year there will be an e-form/google form for teachers to apply. Also, next year an opportunity for PTCO to purchase the requested items with the opportunity to utilize our tax exempt status.
 - b.) School Yearbook & Teacher Classroom Composites - Frank. Feedback has been phenomenal. Teachers love their page they got. A lot are hanging in their teacher classrooms. For next school year planning a full yearbook committee, for the entire school year. Email Yearbook@georgiaptco.com where people can send photos with explanations all year long. Plans to get group photos of all classrooms again. May use the school photos taken in Fall for the individual shots. Frank will chair the yearbook committee. Kim suggests chairs of each event throughout the year take photos of the committee at each event and event photos to be sent at the time of the event. Sold 106 Yearbooks, four given to Mr. Malinowski for families in need, two to school library, one to Georgia Public Library. Raised \$4,430 in sales. Yearbooks and prints cost \$3,092.13. ONE YEARBOOK LEFT TO SELL - that is it. Emma Saunders may take it. Frank expresses gratitude for the board, other volunteers, his wife for support while he was

completing the yearbook. Much gratitude to Wynea, Amanda & Kim for the Teacher Appreciation leadership which allowed Frank to give full attention to the yearbook.

- c.) Volunteer appreciation meal: June 9. Turned out great. Total of 30 people attending. Lots of food. Good discussion. Came up with a lot of ideas for next school year. Enthusiasm. Plan to do this again next year. Our current active volunteer roster is 64 people.
- d.) Retirees and folks leaving GEMS - gifts for retirees / cards for those not returning. Tammy Briggs, Literacy Interventionist (retiring), Dani Skor, Humanities Teacher (leaving), Jake Henricks, Special Educator (leaving). Cards will be written out and left in mailboxes on Thursday morning.
- 8.) Year in Review Document - Discussion. Set our budget for \$15,455. Total spent was \$14,818.50. Fundraising brought in \$14,738.28. The amount of money we keep in our account helps us be agile, responsive to the school's needs. Discussion of Investing in Edward Jones Ladder Certificate of Deposit with intention of growing our funds. Invest \$5,000 every 3 months, totalling \$15,000, will build up interest in the amount of \$200 (which would grow us \$800 per year). No fees to this CD investment. Frank motions we invest in a ladder CD, starting with 3, 6, and 9 months \$5,000 each and then always rolling over into a 9 month at \$5,000 through Edward Jones. Jessica seconds. Motion passes. Share Year in Review with Corrina to share with the community via e-mail.
- 9.) Board Roles - Still recruiting a Communications Director for 24/25 year. Four board positions are full. We have one person who may wish to be the Communications Director, they aren't 100% sure yet. Open to other people writing us via email hello@georgiaptco.com their interest.
- 10.) Discuss proposed 24/25 Academic Year Budget and approve. Frank requests we set our budget at the August meeting. We'd like as many people as possible there. Would we desire to hire a webmaster if we can't get a Communications Director to manage our website? Frank has a person in mind to explore for Webmaster if we can't find a Communication Director. Wynea suggests seeing if the 8th grade students would be wanting to take this as a project, is there tech student(s) who may want to engage for the academic year on updating our webpage? Frank agrees to explore w/ the Innovation Lab.
- 11.) Determine official means of Board Communication for 24/25 academic year. Agree to keep currently established: Email, Facebook & PTCO Website. Need a communication director if we add Front Porch Forum.
- 12.) Determine Dates / Times of 24/25 academic year PTCO meetings - 3rd Tuesday of each month 6:30pm in GEMS Library unless otherwise posted. August 20th first meeting at 5:30pm - in OUTDOOR CLASSROOM near Bus Parking. ***Amended after this meeting adjourned to change our FIRST meeting to August 22, 2024 at 5:30pm in the Outdoor Classroom to accommodate a board member's being out of State on Tues the 20th.***
- 13.) Draft 24/25 Academic year events / fundraisers calendar - up for consideration / discussion. Agreed to hold on discussing any in depth at this meeting. Will set our 24/25 Event / Fundraiser calendar during our August meeting.
 - a.) Chalk the walk / Banner hanging ceremony - invite Admin & School Board? First day of School is August 26 (Monday)
 - b.) Fall fest - table
 - c.) Spirit Wear - Open sale earlier this year to allow parents to purchase if desired.
 - d.) Teacher Mini Grants (Fall & Spring)
 - e.) Pizza delivery (one) during Super Bowl weekend
 - f.) Taco Bars
 - g.) Trunk or Treat (October)
 - h.) Movie night(s)
 - i.) Teacher Wish Lists
 - j.) Breakfast with Santa / Clothing swap
 - k.) Holiday Light Tour / Snow sculpture
 - l.) Valentine's event

- m.) Town Meeting Day
- n.) Easter Egg Hunt
- o.) Memorial Parade
- p.) 5K fundraiser / Paint & Sip (Hot Cocoa) - replace one of the movie nights with that. Milton made over \$2,000 (they had meal sales too).
- q.) Silent Auction
- r.) Community cookbook
- s.) Coin war ? or replacement (Bingo nights has been suggested by community member)
- t.) Yearbook Committee
- u.) Bake Sale & Art Night Chair
- v.) Open Gyms (Feb & April)
- w.) Talent Show Talent show - committee - Heather Call and Cara Beyor were very excited to chair this for next year. Discussion about talking the teachers into being on masked singer.
- x.) Teen Night
- y.) Food Truck Night
- z.) Teacher Appreciation Week
- 14.) Other business
 - a.) Shed - Sara reached out to DJ Barry, World Cow creator. Quote from DJ - repaint it black, charges \$1,000 for 8 foot World Cow installation. Original team of youth from JMMY Center stalled out. Agree that \$1,000 is more than we can make work. Could ask the Middle School Art teacher to create a mural. Wants handprints from Pre-Schoolers on one of the sides.
 - b.) Mrs Harvey - enrichment - send us a proposal - we'd be happy to see it.
 - c.) Amanda Mobbs suggests Winter Carnival - states this was a huge hit. Sleigh rides, games, crafts. Amanda can remember as a kid coming. Suggests adding new things, change some things up. February timeframe.
 - d.) Kim suggests reducing agenda to quarterly activities rather than entire year reflection on monthly agenda.
 - e.) Wynea suggests each Chair builds their own committee up. Suggests we build Grade Representative on each grade; these individual(s) would speak on behalf of each grade. Put out for a rep for each grade. Teachers communicating with the grade level rep, to let them know what the needs are. Put in writing what the ask is, expectations, roles and responsibilities. Could also ask teachers to recommend a parent.
 - f.) Next year discussion with Athletic Director re: Concessions at GAMES. We had been told no previously. Team Up Calendar ? Allow us the opportunity to fill in the rest.
 - g.) Volunteer Recruitment - we are always recruiting new volunteers. Hello@georgiaptco.com - welcome any person who is interested to attend a monthly meeting or e-mail us.
 - i.) Complete Volunteer Form ALL ANNUALLY:
https://docs.google.com/forms/d/e/1FAIpQLSeph9JhS3YbTBcD_Jf4KrPg34_osio9gEX5MH8GoungiwOuQ/viewform?vc=o&c=o&w=1&flr=o
 - ii.) Sign our Volunteer Code of Conduct - paper copies available.
 - h.) Future opportunities to consider: Sound System Upgrade to the gym.
 - i.) Permanent Committees will need leadership: yearbook committee, teacher appreciation committee, Art Night Bake Sale Chair, Talent show Chair / Committee.
- 15.) Next meeting August 20 at 5:30pm ***Amended at conclusion of this meeting to accommodate Board member who will be out of state on the 20th. NEXT MEETING WILL BE AUGUST 22 (THURSDAY) at 5:30pm in the Outdoor Classroom (near where busses park).**
- 16.) Adjourn time 8:09pm