

The Freedom Institute PTO

THIS MEETING

Date: Sep. TBA @ 12:30

Location: Freedom

Announcements:

- Donate to the PTO - give
- [PTO website](#)

GENERAL MEETING AGENDA

CALL TO ORDER

Welcome to our PTO general meeting

ROLL CALL

Sign-up sheet

APPROVAL OF PREVIOUS MEETING MINUTES:

Secretary - Sue Kramer

[3/3/26 - General Meeting Minutes](#)

PRINCIPAL'S UPDATES:

Principal - Christy Vaill

OFFICERS' REPORT:

Vice-President -

Treasurer - Eva Aspegren

Communications - Kelly Minucci - flyers & newsletters

Secretary -

COMMITTEE REPORTS:

[Decorations](#) - Janell Weigand (Parent Night, Fall, Christmas, Valentine's, Teacher Appreciation, Graduation)

[Spirit Store](#) - Aryn Link

[Formal Dance](#) - Lisa Resch, Kelly Holmberg, Anne Marie Cunningham

[Friendsgiving](#) - Andrea Bowes & Sharlene Weimer

[Teacher Appreciation](#) - Mary Brandt, Mary Casey & Eva Aspegren

[Graduation](#) - Sharlene Weimer & Debora Gilmore

[Staff Birthdays](#) - Mary Brandt & Sue Kramer

[Ambassadors](#) - Jean Miu & Mary Casey

OLD BUSINESS:

- Parents please fill out a [parent contact list form](#) on the PTO website so we can have you as part of our PTO directory
- Idea of parents assisting with career experimenting & mentoring (merch branding, agriculture - chickens, food garden, etc)
- New Spirit Store:
<https://www.spiritshop.com/school/florida/napples/the-freedom-institute-of-collier-county>

NEW BUSINESS:

• **Selections:**

- **Adrienne Prescott** - Communications - Adrienne is a Naples-based marketing professional, entrepreneur, and community leader who brings strong relationship-building and communication skills. As a former hybrid school owner/director, she has firsthand experience supporting students, partnering with parents, and helping lead school initiatives. She also has a proven record of service—volunteering with organizations like Meals on Wheels, advocating for mental health through the David Lawrence Center, serving as a Guardian ad Litem, and leading Girl Scouts—demonstrating reliability, collaboration, and a commitment to children and families. She lives in Naples with her husband, Rich, and their three daughters.
- **Erika Stepp** - Vice President - Erika is a Naples-based parent and experienced leader who brings strong communication, organization, and team-building skills to a PTO board. As a Senior Learning Consultant with a career in adult learning, she excels at creating engaging experiences, helping people grow, and building collaborative, high-functioning teams. She also has direct PTO leadership experience and has supported students through theatre backstage crew leadership—showing reliability, creativity, and a genuine commitment to kids and school community. Erika is an involved, big-picture thinker who's eager to partner with families and contribute meaningfully to a successful school year.
- **Ann Marie Kinaha** - Secretary - Ann Marie Kinahan is a longtime Naples resident and mom of two, with a passion for working with children and supporting families. She has a background in education, including years as a preschool teacher and experience substituting in Collier

County Schools. Ann Marie also enjoys serving her community and helping plan meaningful events, and she is excited about the opportunity to be involved with the PTO and help create special memories for students, parents, and staff.

- [CEO Southwest Florida](#) - would be great to partner with them

UPCOMING EVENTS 2025/2026:

Parent Luncheon - 5/12 @ 11:30 AM

- Food & Thought - 41
- Email sent out to new parents
- Add to Friday newsletter
- RSVP to (707) 206-8177

Spring field trip - 5/6 @ 11 AM

- Naples Princess with lunch
- Dock pick up and drop off 11:30 AM - 2 PM

Spring American Dream Series Speaker @ Freedom

- Department of Education

Teacher Appreciation Week - 5/4 - 5/8

- Daily gifts - wishlists
- Lunches - Christy Vaill
- Get donations from parents - send email
- Leadership club - special notes

Graduation - 5/20

- Budget -
- Decorations - Janell Weigand
- [Invites](#) - Debora Gilmore
- Dinner or Charcuterie & dirty soda bar?
- Project graduation - YMCA

UPCOMING EVENTS 2026/2027:

Back to School Night - Fall 2026

- Decide on date & time
- Create flyer, post on social
- PTO booth: QR codes for website, signup for parents list. Table cloth with logo & pamphlet

Fall American Dream Series Speaker - 10/ @ 9 AM Freedom

- Date and Time subject to change if needed

Parent Luncheon - 9/ @ 11:30 AM

- Lake Park Dinner
- Email sent out to new parents
- Add to Friday newsletter
- RSVP to (707) 206-8177 by

Parent Night - 10/ @ 7 PM Freedom

- All parents invited
- Freedom update and future
- Cocktails
- Ambassadors (3-4)

- PTO brochure & name tags (table/iPad)

Friendsgiving lunch - 11/ @ 12 PM Freedom

- Decorations - 100 people
- Signup for potluck
- Purchase additional items if signup is short

Fall field trip - 12/ @ 9 AM-1PM

- U.S. Courthouse and Federal Building-Ft Myers
- Meet with a judge and sit in on court case

Naples Christmas Parade- Tues. 12/ @ 4 PM

- Donations
- Volunteers (2)

Winter Celebration - 12/ @ 9 AM Freedom

- Decorations
- Cash for Finals
- Ice cream bar & snow balls

Valentine Treats - 2/ @ 8-10 AM Freedom

- [Signup sheet for treats](#)

Game Night - 3/ @ 6-8 PM Freedom

- Order pizza - Christy Vaill
- Games - bring a board game
- Create flyer - Kelly Minucci
- Post on social - Christy Vaill
- Write notes to teachers for appreciation week

Parent Luncheon - 4/7 @ 11:30 AM

- Lake Park Dinner
- Email sent out to new parents
- Add to Friday newsletter
- RSVP to (707) 206-8177 by Apr. 2

Formal Dance - 4/10 @ 6 PM

- Location - still looking
- Food - buffet, finger foods
- Decorations -
- Tickets - ~\$50
- DJ -
- Donations - Eva will set up
- Security will be provided by Freedom

POSITIONS NEEDED:

Ambassadors

QUESTIONS & COMMENTS

Open the floor to everyone

NEXT MEETING - MARK YOUR CALENDARS

Date: TBD

Location: Freedom

ADJOURNMENT

2026-2027 PTO MEETING DATES

Sep.

Oct.

Nov.

Dec.
Jan.
Feb.
Mar.
Apr.
May

OFFICERS ASSIGNMENTS

SECRETARY: TBA

Record meeting minutes
Prepare agenda & roll call sign-up
Keep track of teachers & staff birthdays - remind board
Schedule PTO Executive Board Meetings
Email all parents inviting them to run for PTO board
Collect bios for those willing to join PTO board

COMMUNICATIONS: TBA

Promote events
Coordinate publicity
'Freedom PTO Post' News - (**Sep, Nov, Jan, & Apr**)
Flyers for every event

TREASURER: Eva Aspegren

Manage finances
Create and prepare yearly budget
Maintain financial records

VICE-PRESIDENT: TBA

Support president
Oversee all committees
Special projects

PRESIDENT: Debora Gilmore

Preside at PTO meetings
Preside at Executive Board meetings
Serve as the official representative of the PTO
Work with the board to determine and implement goals, events, and activities
Support the various school functions and advocates for students, parents, staff, faculty, and administrators
Set the schedule for the year
Retain all official records of the PTO
Manage PTO website
Spirit Store - spiritteam@spiritshop.com
(Group/team/school name - The Freedom Institute of Collier County. Mascot name – Eagle. Team colors: Red, White, Blue)

PRINCIPAL: Christy Vaill

-Single virtual link for all PTO meetings