

Circle Greenwich Elementary PTO Meeting Agenda

August 7, 2023

- I. Call to order (6:30 pm)
- II. Approval of August 7th Meeting Agenda (1 minute, 6:31pm)
 - Ashley Motioned to approve, Morris 2nd
- III. Approval of May 3rd Meeting Minutes (1 minute, 6:32pm)
 - Jarvis motioned, Tatum Approved
- IV. Treasurers Report – Ashley Jayarathne (3 minutes, 6:35pm)
 - a. Current Treasurers Report
 - Cassie gave the report for Ashley during her absence. There are no expenses currently. Discussed the updated budget, brought up the teacher grants and changes made.
 - Updated rules for a committee – if more than \$200, must be approved by the board and use the NFP certificate when purchasing items.
- V. Officer's Reports
 - a. President – Cassie Stoner (5 minutes, 6:40pm)
 - Welcome to PTO
 - i. \$5 Fee for joining PTO
 - ii. Introduction of the board
 - iii. Spirit Wear available at Back to school night
 - iv. Kindergarten signing day at Kindergarten Orientation
 - v. Jump into the school at Aviate
 - vi. Update Amazon Wishlists for teachers
 - Committee Sign-ups
 - i. Need more helpers/chairs – but mostly need more helpers
 - ii. Cassie went over all the different committees and what they are for. Went over the challenges of getting committed individuals to help with each committee.
 - iii. Went over the outside classroom – not forgotten, just trying to find something that fits into the budget. Cheaper to buy material and find volunteers to help put it together.
 - iv. Balancing the budget between outside classroom and play equipment for the children.
 - b. Vice President – Jill Engstrom (5 minutes, 6:45pm)
 - Room Parent Sign-ups
 - i. Jill has been updating the process and working through setting up sign-ups for at Meet the Teacher night
 - ii. Jill brought up a room parents meeting for ½ an hour prior to PTO meeting on the 28th.

- iii. Putting together examples of what a classroom party might look like and what might be expected for the different parties.

VI. Staff Updates

- a. Principal's Report – Dustin Razey (5 minutes, 6:50pm)
 - a. Lots of New staff coming on – two 2nd grade teachers and a 3rd grade teacher, new 4th grade teacher, New ½ time ESOL Para, New SPED
 - b. Spending lots of time at the school this summer with moving and construction needs.
 - c. Construction should be off the property prior to the start of school. Parking lot should be back the first day. Canopy should be done shortly after school started. Playground team should be here by end of the week to work on the Kindergarten/Pre-School playground.
 - d. Open door policy
- b. Teacher's Report – (5 minutes, 6:55pm)
 - a. White Spaces – fund the cost of materials for painting a mural and some funds to pay Pam.
 - b. Jamie said there is no PTO meeting in December, there is a December meeting on the 2nd Monday of the Month.
- c. Library Report - Julie Detter (5 minutes, 7:00pm)
 - a. Start of the year with a bookfair in Sept – Circus Themed this year.
 - b. Parents to help put things up on the 15th

VII. Committees

- a. Social Committee – OPEN (5 minutes, 7:05pm)
 - Movie Night
 - Kendra Scott Night
 - Meal nights all planned
- c. Fund Raising Committee – OPEN (5 minutes, 7:15pm)
- d. Teacher Appreciation – OPEN (5 minutes, 7:20pm)
- f. Spirit Wear Committee – OPEN – Nothing to present
- g. Grant Committee – OPEN – Nothing to present

VIII. New Business (10 minutes, 7:30)

Next PTO meeting date: August 29, 2023 at 6:30pm

Approval of 2023-2024 Budget

- Tatum motioned, Ashley 2nd

XI. Meeting Adjournment (7:30 pm)