



Mary L. Tracy School PTO
PTO General Board Meeting Minutes
Tuesday November 12th @ 7PM

Principal's Report: Elaine Watson

Teacher Report: Jenna Goldwitz

Treasurer's Report: Amanda Scarinzi

After March (Children's fair) Vote on asking for donation towards field trips -

Old Business:

- Approve Minutes from PTO Meeting October 2024

<https://docs.google.com/document/d/1AJ1OuFiDviUKOUsjS5Vgk6eLe36ASG7oBA9N1PmUA9E/edit?usp=sharing>

New Business:

- Congratulations to Lindsay on accepting the Administrative Assistant position at MLT, effective 11/4.
 - While Lindsay will no longer serve on the Executive Board, she will remain a PTO member and Co-chair to the Children's Fair and Yearbook committees, and participate in events throughout the year.
 - We thank Lindsay deeply for all the work she has done already to plan an amazing year for MLT.
- Important Resources:
 - Website - <https://mltppto.com/>
 - Continue updates based on Buzz
 - If you want specific content on the website, let Ortal know. Alternate POC Sarah
 - Remind: text @f7bchg to 81010 on your phone.
 - Facebook Page
 - Increase activity
 - Make it more active for those who look to FB for PTO information - keep chatter going and multiple posts
 - Katelyn & Danielle added as admins
- Teacher Business:
 - Teacher wish lists fulfilled

- Elaine & Lindsay to let us know if someone did not receive something
- Dads club - Dad's Night Out @ Orange Ale House tomorrow! 11/13 @ 7pm
- Robert Taylor - proofs sent home. Retake date 11/20
 - Must return package to get another picture taken, and a \$5 vanity fee, only reason they wouldn't pay is if their child was absent. Turn it into Lindsay in the office.
- Scarecrow removal: Date? Elaine to contact Chris Small for half day before Thanksgiving. Danielle and Katelyn will clean up.
- Yearbook Contest
 - Cover voting - Board will vote on 2 (front cover/back cover) Lindsay will send around
 - Google Drive Link to add to Buzz: another week to button up the folders.
- Art Goes to School Update (Kelly, Daniela)
 - Volunteers Needed? Alternates, Room Parents
 - Shawna to provide a list of room parents to Kelly and Daniela
 - 1st Project Nov/Dec
- Boys and Girls Village - Lauren will lead
 - Will send QR code for the Buzz and hand out to go out with students
- Feast of Friends:
 - Decorations - Nickie Hartshorn/Lindsay Quinn (personalized leaf collage - send home craft)
 - PTO to provide a craft for all students
 - Snack bags for K and PreK?
- Fundraising Updates:
 - Sportswear Sales (Lindsay): Check is incoming- we made 210.00 from 1492.00 in sales
 - Scholastic book fair (Lauren): Raised \$\$\$\$ Scholastic Dollars
 - Lyman Pie (Christine): Raised \$4,479.80
 - Charleston Wrap (Lindsay; closes 11/15) - as of 11/12 sales are at \$2089.00 (last year we did 5468.00) - current profit check est. \$792.60
 - Square 1 Art (Katelyn; closes 11/15)
 - Sneaker Drive (Katelyn; closes 11/22)
 - Holiday Shop (Amanda; 12/9-12/13)
- Movie Night Update (Shawna)
 - Unlimited movies license
 - Option 1: Keep to MLT

- Option 2: All Schools
 - Pre-Pay for ticket?
 - Christine will gauge interest with other school's PTOs
 - Shawna can reach out to the Orange Chamber of Commerce
- Room Parent Updates
 - No official room parent days Nov-Jan
 - Holiday gift reminder
- PTO closet maintenance
- Event planning Updates/Calendar Review:
 - x MLT PTO Calendar 2024-2025.xlsx
 - Valentine's Day - Order PTO craft for whole school?
 - Butterbraids Booked (delivery 4/8 @ 1:45pm)
 - Building Use Form approved for 3-6pm gym foyer
 - Book Author visit - Nick Bruel confirmed for 2/11
 - Book Beardsley Zoo - Booked (Lindsay) - do we want to provide popsicles when children return to school that day allows us to include the PreK

Committee Chair/Volunteer Updates (Lauren, Katelyn)

- Buzzy : Reach out to 3 volunteers (LBV, KS)
 - 11:00-11:30 - Gloria, Perrelli, Goldwitz, Ocampo
 - 11:40-12:10 - Luberti, Haskos, Hine, Gehr
- Children's Fair Silent Auction (Lindsay)
 - Fundraising volunteers?
 - Zoom meeting will be set for after the new year
- Volunteer Outreach
 - Any committees we still need to reach out to?

Important Dates

- Nov 13 - Dad's Night Out
- Nov 15 - Charleston Wrap & Square 1 Art Order Deadline
- Nov 22nd - Boys and Girls Village
- Nov 26th - Feast of Friends
- Dec 6 -Bubblemania