



Shenandoah PTO

Meeting Minutes

August 18, 2022

Present

Alison Asbury, Kelly Bayer, Michelle Chacón, Amy Dannemiller, Denise Fisher, Karen Flood, Desiree Houghton, Megan Lovett, Alyson Mischel, Jessica Nielsen, Megan O'Dell, Angela Pettiet, Kelly Pittman, Laura Sadler, Lindsey Smith, Jailene Tirado, Kimberly Triplett, Crystal Wiseman

Opening

The regular meeting of the Shenandoah PTO was called to order at 6:01 on August 18, 2022 by Megan Lovett.

Principals Report

Principal Houghton

- Principal Houghton welcomed everyone to a new school year, expounding on how one of the goals this year is to build the bridge between the school and the families. She mentioned how well the students did on the FSA and that we can be proud of them. Even though this year's test won't technically count, we will still have the data and can see how we compare to neighboring schools. In September, the school will review the Panorama Survey and create an action plan. The school has a good leadership team, about 7 people, and she is excited about the new teachers hired.

PTO State of the Organization

- Introduction of the executive board – Megan Lovett is president, VP position is open and will be voted on at the meeting, Stephanie Parkilla is the Treasurer, Amy Dannemiller is Communications, and Karen Flood is Secretary.
- Bylaws Status – Have to be voted on every four year and we are due for voting on it. All forms are available on the website. Nothing to change or to update.
 - Last year voted to change membership from \$8 to \$10, need a motion to officially make it in the by-laws. Motion by Angela Pettiet, seconded by Crystal Wiseman. Unanimously approved.
 - Need motions to approve by-law change allowing co-Vice Presidents. Kelly Pittman made a motion, Kelly Bayer seconded. Unanimously approved.
 - Reimbursements – Before it was 60 days, would like to amend it to 30 days; discussion added that if beyond that needs Board approval. Crystal Wiseman made the motion and Kelly Pittman seconded. Unanimously approved.
 - Alison Asbury moved to approve the bylaws as amended. Angela Pettiet seconded. Unanimously approved.
- Standing Rules Status – Changing meetings from 1st Thursday to 3rd Thursday to coincide with SAC meetings. Kimberly Triplett made a motion, Amy Dannemiller seconded. Unanimously approved.
- Incorporation with Florida Status – Active, renewal is July 2023.
- Association Insurance – Renew by September 13th, 2022. Cost is \$355.

Approval of Minutes

May 2022 meeting minutes will be presented at the next meeting.

Treasurer's Report

- The August 2022 Treasurer's Report was presented by Megan Lovett. The opening balance was \$18,811.35, then had an income of \$3,681.89 and expenses of \$1,170.11. Among individual items, Quickbooks expenses are going up from \$20 to \$30/month. The Book Balance was \$21,323.13, and the Bank account amount was \$21,425.82. A question was asked about why there was already income for the carnival, and it was explained that a portion of memberships was put into it. Motion for approval by Amy Dannemiller, seconded by Angela Pettiet. Unanimously approved.
- **Approval of 2022- 2023 Budget:** Megan Lovett presented the budget for the 2022-2023 fiscal year. Jessica Nielsen made a motion to approve; Lindsey Smith seconded. Unanimously approved. Highlights include:
 - The PTO is considering using funds to buy a projector for the cafeteria.
 - \$500 grant for a sensory room.
 - Would like to restart the Kindness Club, which does little improvement and encouragement things around the school. Ideas for activities were discussed and a club sponsor was needed.
 - Teachers who are a PTO member and come to two events will receive a \$50 grant.
 - A skate night/family fun night chair is needed. Orlando Magic reached out about doing a family night.
 - A question was asked about when the big fundraiser was done, and it was said that it was in February so we aren't also asking for it at the same time as the Carnival.

Memberships

- **Membership Drive:** It was discussed that every year the PTO advertises for memberships and has a competition between classes, and the class with the most memberships gets a pizza party.

Committee Updates – Megan Lovett went through the committee updates.

- **T-Shirts:** Have 7 shirts this year – 3 Spirit Shirts and 4 "House" Shirts. The school "House" concept was explained. Deadline for ordering for first batch is August 26, second deadline will be in September. "House" shirts first deadline is September 2, and second deadline will be announced.
- **Open House Dinner:** Kim Triplett and Kelly Bayer said they would be in charge of food. Date was pending.
- **Bobcat Den:** Need parent volunteers. One Friday a month.
- **Hospitality:** Kelly Bayer presented that the hospitality committee did a lunch for teachers on the day of Meet the Teacher, and Action Church donated the drinks. In the past a lunch once a month was provided, like a salad bar or other food, along with stocking the fridge with drinks.
- **Homeroom Parents:** Kelly Pittman volunteered to head up homeroom parent communication. Homeroom teacher duties were explained, including communicating school activities and teacher needs to other parents, assisting in the classroom, decorating doors, gathering teacher likes, etc.
- **ADDitions Volunteers:** Members were encouraged to sign up online to be able to be a school volunteer, and on-campus opportunities were discussed.

- **5th Grade:** Have their own committee, have a meeting Saturday.
- **Carnival/Silent Auction/Class Baskets:** Each teacher will choose a theme and will ask parents/students to donate for the baskets for the silent auction. Silent auction items were discussed.
- **Fundraising:** Crystal Wiseman volunteered to help with the spring fundraiser; in the past have done bundt cakes and strawberries, among other things. Also doing “kiss the pig” fundraiser this year where Amy Dannemiller would be the one to kiss the pig.

New Business/Open Forum

- Vote for 2022-2023 Co-Vice Presidents – As the Vice President position was open, Kim Triplett (VP) and Denise Fisher (Co-VP) were put forward to fill the position. Angela Pettiet made the motion; Crystal Wiseman seconded. Approval was unanimous.

Partners in Education (PIE)

- Kelly Bayer reported that we have great partners so far: Action Church; Acceptance Insurance; Championship Martial Arts; Firehouse Subs, Gymhouse Hero; Holiday Inn by the airport, which did a lunch for teachers at the hotel; I-9 Sports, which did a dessert Bar; Mathnasium; Kidsart; Texas Roadhouse, which did a spirit night on Monday earning \$189 we can use on anything; Wolfpack Elite; and others.
- Requested that anyone asking a business to be a partner first check with Kelly Bayer to make sure they haven’t already been asked or if things are already in process. September 7 is Spirit Night at Chipotle. Suggested checking with Sonny’s and Beth’s Burger Bar for Spirit Nights.

Upcoming Dates

- Labor Day: Monday, September 5th, No School
- September PTO Meeting: September 15th, 2020
- Open House: TBD

Adjournment

Meeting was adjourned at 7 PM by Meghan Lovett. The next general meeting will be at 6:00PM on September 15, 2020 in the Shenandoah Media Center.