

PTO Executive Board Meeting Notes

April 24th 2024

In Attendance:

Katy O'Neill, Lisa Ward, Jenna Elling, Kristen Faunce, Emily Peyton, Courtney Pearson, Sarah Governski, Michelle Miller (principal), and Mavis Pilger (principal's secretary).

Called to order: 9:00 am

Welcome-

Principal's Comments-

1. Vending book machine is approved and purchased. Sun shade for the 2nd/3rd playground has been approved for purchase but has not been ordered. The last of the new picnic tables previously purchased will be assembled today. New seats for the kindergarten playground swings have been purchased- previous swings would rub off black residue on children's clothing when they get warm from sun. First grade field trip refunds are in the works of being returned- Water main broke at the zoo upon arrival and children/staff/parents were unable to use facilities/running water unless they went to the botanical gardens area. Mrs. Miller discussed meeting with Jenna Elling's husband, who works for Augsburg National, to help with landscaping and suggestions for on-going landscaping projects in the future at the school.
2. PBIS party- Kona Ice- time of arrival? Should be a great time for kids.

Officer's Reports-

A. President: Katy O'Neill-

1. **Next meeting May 2nd (3:15-4:10)-discuss next year**
 - a. **General Meeting-** Starts at 4:10
2. **Kindergarten Kick Off-** Date is county mandated and only 2 schools wanted to change so unfortunately the date will stay the same. This is unfortunately on the same night as Fine Arts Night. Plan is to have Kindergarten Kick Off once entering to go left to the Learning Commons. It is set up for parents to go on tours with some teachers in groups based on colors and end up in the computer lab and exit from the side door. There will be a balloon arch, photo booth, and balloon art. They will have to re-enter for Fine Arts Night. Lisa to place a PTO sign and/or banner for the event. Lisa also volunteered to spend a little time at the kick off if anyone had questions about PTO.
3. **Fine Arts Night-** Same night as Kindergarten Kick Off.
4. **Alysha Painter Volunteer Award-** Mrs. Painter's husband set up years ago to donate \$2,000 but \$500 goes to parent volunteer of the year. In the past this has not necessarily gone to a parent/grandparent but has gone to a volunteer in the school. Mrs. Miller will send a Google form out to the teachers to have them fill out. Wording will be changed to "parent" volunteer rather than just volunteer.
5. **Purchase Update: Book Vending Machine and Sunshade-** Both approved, book vending has been purchased but sunshade has just been approved, it has not been purchased as of meeting date.

B. Membership: Lisa Ward-

1. **Parent Survey-** Lisa has worked hard on a digital Parent survey- example was shown and everyone approved. This will go out in the next newsletter and we will also have the teachers send it out via email.

C. Treasurer: Jenna Elling-

1. Budget Update- New purchase requests?-The school will need a new Special Olympics/River Ridge tent but it was decided this item does not need to be purchased until next year. PTO is happy to vote/fund this if needs change to earlier than next year.

D. VP-Fundraising: Kristen Faunce-

1. GreenJackets Game- Went well. Families loved it and we were able to make \$1,500 for the school.

E. VP-Events: Courtney Pearson

1. Bingo Recap- This event was a success! Some ideas/suggestions if we choose to do this same event in the future: purchase more prizes (Walmart seemed to be cheaper than Amazon for a majority of the larger prizes), increase to 4 rounds with 4 prize tables instead of 3. Drink selection (we had Capri Suns and water) may need to change since once you are seated it's hard to get up during bingo.

F. Hospitality: Emily Peyton

1. Teacher Appreciation Week- May 6th-10th. We will send information out in the final newsletter for the year. Katy has an example and will make adjustments and get approval/send out.

a. Coffee Cart- Wednesday May 8th. Emily will need help distributing.

2. Spring Luncheon- May 22nd at 12:45pm-A choice sheet was shown with some ideas- Publix, Chilis, chicken Salad Chick? In the past, the luncheon has been lighter than the Christmas one. Chilis seems to be the front runner when discussed. Emily will also need all hands on deck to help with this.

D. Secretary: Sarah Governski-

1. Next Year Nominations- An email was sent out to all members of PTO and on social media platforms.

a. Filled/ Still Open positions- All Executive Board positions (Board this year has decided to stay for 2024-2025) are filled and all but STEAM Night and Fundraising Chair are filled.

Meeting ended at 10:05 am