

PTO Board Meeting Minutes

When: May 4, 2023

Location: PTO Meeting Room

Exc. Board Meeting called at 9:48am

### **Committee Update**

Room Parent- Nikki Donohue

1. Great participation this year from all room parents
2. In regards to EOY parties, teachers will reach out to room parents for the select location of the class
3. There will be an activity and snacks for the party
4. Parents are NOT allowed in the building unless the party is held inside otherwise parents will meet the class outside.  
Parents are only permitted to transport a child to leave to go home (please dont take one child to go hang out with another child).
5. Nikki will talk with Bekah Wymann about 24-25 Room Parent Chair (she is prospective person for this position ) Nikki will also reach out to Bekah in August for Back to School stuff (to show her how things are done and operated at the BOY)

Community Outreach- Toby Partridge

1. Hungry Howies- There will be two more dates for this fundraiser (for this year)
2. Inspired- Event to be held on May 6 (a % will be given back to the school)

Hospitality - Jamilyn Liebler

1. TAW- Was a huge success this year!
2. Will discuss the budget for the 23-24 school year at the summer meeting (possibility to increase amount)

5th Grade Committee- Shannon Ball, Happy Whitaker, Nicole Monacello, Rachele Bissette

1. The party will take place on June 8 1:30-3:00
2. Theme- Peace Out, 5th Grade!
3. Encourage students to wear tie-dye or 5th grade shirts
4. Flyer being designed to go home, email and sign up genius  
\*\*Save the date email and Sign Up Genius will go out next week via 5th grade room parents (Rachele is doing it and will get Brammer approval)  
Flyer in folders 5/25 (Nicole doing)
5. Decorations- A sign will hang on the fence with balloons for photo opportunities.  
-Brightly colored plastic table covering and themed decor (approx. \$250)
6. Activities will include a photo booth (\$770), volleyball, kickball, tables/sharplies for signing the yearbooks and music
7. Refreshments will include: water, coolers and chips (donated by parents)  
Sunset Slushies for students and teachers (PTO paying for)
8. Tents are needed from volunteers, as well as tables and sharpies from the PTO; A garbage can will also need to be outside.

**President-** Ashlei

1. PTO Touring Tuesdays (Amanda and Ashlei)
2. EOY Ice Cream will take place on Friday, June 5th 11am-1:30pm
3. Yearbook distribution will be on Thursday June 1 (board volunteers needed)
4. Retirement Floral Arrangements for Miller and Amato (Ashlei)
5. Last day of school June 9 (for students)

**Treasurer** Jennifer Saxton

1. Trass added as a user and will be able to go in and have access to Scholastic.
2. Allie Spencer will Chair the BookFair Committee next year. An email will be sent out to Allie to see if she has any idea of a person that would be interested in assisting her at the BookFair next year.
3. A scheduled meeting with Beth Van Dyke (upcoming treasurer) will take place next week.
4. BookFair was a success this year (\$3,000 in cash was collected)
5. The online school store will be shut down on May 7; SpareTime and Tenders will shut down on May 15
6. Yearbooks should be in by June 1.
7. Cheryl will price out and then reach out to board about pressure washing the marquee out front of the school.
8. The fiscal year ends June 30

Total Income: \$67,535.74

Total Expenses: \$47,507.99

Quick Book Balance: \$41,014.64

**VP of Communication-** Holly Sun

1. Transportation Reminder, Intent to ride the bus (deadline May 19) to be added to the Communications Calendar and FB posts

**VP of Fundraising-** Keri

1. Will set up a meeting with the new VP of Fundraising Kay Fisher
2. Possible sponsors for next school year: Leafspring School
3. Lineberger Ortho - Keri will contact again and give some ideas on what they can sponsor for the school

**Member-At-Large-** Cheryl

1. The marquee was updated with the appropriate information

- May 12 Field Day
  - May 25, 26, 30 and 31 EOG Testing
  - May 29 No School Memorial Day
  - June 8 5th Grade Party 1:30-3:00
  - June 9 5th Grade Ceremony and EOY Parties 1:30-3:00
2. Cheryl will take over changing out the Fabric Walls in the hallway, the Front Vestibule, PTO Board and the Marquee.
  3. Cheryl will look into the EOY kickball tournament (police, first aid kits, refs...etc)

**Secretary-** Jamilyn Liebler

1. Tool Box Supply kits will be uploaded soon. Waiting to receive the final lists from lead teachers through Ms. East.