



MINUTES

Parkway West Middle School

PTO General Meeting

September 17, 2024 | 7:00 – 7:40 PM
West Middle Library

BOARD MEMBERS: Casey Pfarr (President), TBD (President-Elect), Stephanie Stokes (VP, Fundraising), TBD (VP, Community Events), Tamara Welliver (VP, Communications), Mary Curtis (Secretary), Sarah Masterson (Treasurer), Myriam Andrews (Former President)

ORDER OF BUSINESS:

1. **Welcome – Casey Pfarr**
2. **May Meeting Minute Approval – Mary Curtis**
 - a. Motion to Approve: Tamara Welliver
 - b. First approval – Tamara Welliver, Second approval – Lakshmi Papineni
 - c. Votes to approve: 7 yays, 0 nays
3. **September Meeting Minute Approval – Mary Curtis**
 - a. Motion to Approve – Casey Pfarr
 - b. First Approval – Casey Pfarr, Second Approval – Sarah Masterson
 - c. Votes to approve – 5 yays, 0 nays
4. **Treasurer Report – Sarah Masterson**
 - a. No changes to budget since approval at the end of last year.
5. **President Report – Casey Pfarr**
 - a. **Review of Aug/Sep school kick-off events:**
 - i. Teacher Breakfast
 - ii. Stuff the Locker
 - iii. Open House
 - iv. Spirit wear sales (so far sold ~11K)
 - b. **Teacher Grants:** Kickoff tonight; PTO will provide Dr. Kealan the link to send a note to teachers (\$5K set aside in budget)
 - c. **Capital Project / School Improvement:** The 23-24 "Cafeteria Improvement Project" was completed successfully!
 - i. Purchased 3 tables on casters and 6 microwaves
 - ii. Lots of great feedback from the kids; no long lines!
 - d. **PTO Board and Committee chair positions:**
 - i. Still looking for President Elect, VP of Community Events, and more Grade Level Reps for 6th grade
6. **Fundraising Report – Stephanie Stokes**
 - a. Longhorn Legacy Update: Kickoff October 1st
 - i. Will send out Signup Genius for Hooked campaign
 - ii. Will promote and explain process, especially for new 6th grade families
 - b. Trivia Night 2025:
 - i. Friday, 3/7 @ Trinity Lutheran Church
 - ii. New Committee Chair: Margie Scott
 - c. Fun Food Days: 9/27 - \$1 Donuts
 - d. Spirit Wear Sales
 - i. Working on updated holiday boutique for direct-order sales, all online
 - e. Spirit Night Monthly Fundraisers
 - i. STL City 2 SC Fundraiser this past Sunday, 9/15
 - ii. PTO reaching out to Kendra Scott to do fundraiser around holidays
7. **Community Report – Casey Pfarr**
 - a. 6th grade Welcome event: 9/13
 - i. Held at Logan University Pavilion; everyone seemed to have a good time

- b. Tailgate: Rescheduled for 9/20
 - i. Food Drive for Pantry, DJ, Mascot Dance-off, Yard Games, Hot Dogs, Tailgate Decoration Contest with gift card
- c. Fun Run: Saturday, 11/9

8. Communications Report – Tamara Welliver

9. Principal's Report - Dr. Adam Kealan

- a. Good start to the school year so far; everything clicked into place and we had a smooth start.
- b. Good turnout to 6th Grade event (several hundred families showed up).
- c. First meeting back with staff: kicked off with this year's theme in the gym with new sound system from last year. What is our next step? Spent first year talking about what we stand for. Second year was about how to reach ALL kids. Now, we need to find a systematic approach to ensure all kids are caught early and don't fall through the cracks. MTSS (multi-tiered system of support); e.g. intentional intervention.
- d. Dr. Kealan is taking a group of staff members to Atlanta, GA next week to a conference on MTSS. The district is funding the trip because they believe in our mission. Dr. Kealan and teachers will be at conference with author (Mike Mattos) of book on MTSS. This will be a "working session" conference.
- e. Spirit Week is next week.
- f. Our first group goes to camp on Monday, Oct 7

10. New Business

- a. Our orchestra program is really good.
 - i. Dr. Kealan has secured finances through the district to pay for the 8th Grade trip over Spring Break for the kids (transportation) in Atlanta, GA.
 - ii. Double Good popcorn fundraiser will help kids offset their personal costs (lodging).
 - iii. Dr. Kealan interested in having the PTO consider contributing to breakfast items for all the kids throughout the week, for about 60 students.

ATTENDEES: Casey Pfarr, Adam Kealan, Christina Merriman, Mary Curtis, Lakshmi Papineni, Tamara Welliver, Sarah Masterson

Upcoming Dates:

SEPTEMBER:

Mon-Fri, 23-27 Spirit Week-Homecoming
 Fri, 20 Tailgate (Rescheduled)
 Fri, 27 Fun Food Day #1

OCTOBER:

Mon-Thu, 7-10 6th Grade Camp (Blue Team)
 Thu, 10 2-Hr Early Release
 Fri, 11 No School (Fall Break)
 Mon, 14 No School (Fall Break)
 Tue, 15 PTO General Meeting, 7PM
 Thu, 17 Parent/Teacher Conferences
 Tue, 22 Parent/Teacher Conferences
 Fri, 25 Half Day