

PTO Meeting Minutes
April 17, 2018
7:00 p.m.

Attendees

Sonya Land, Amy Fitter, Greg Cicotte, Steven Shane, Michele Duvall, Katie Lail, Danielle Mosley, Sherrie Gosling, Amanda Marsh, Valerie Harris, Shilpa Rao, Debbie Palazzola

I. Call to Order

Sonya Land called the meeting to order at 7:05 p.m.

The expectation of all PTO meetings is for them to last for approximately one hour. According to the published bi-laws, one purpose of our meeting is to receive brief summary reports from all active committees. Only PTO business will be discussed at our meetings. Any personal or school district related issues should be discussed outside of the meeting with the appropriate school administration at another time. One person at a time should speak so we may all hear each other and the recording secretary is able to provide us with clear and concise minutes of each meeting. The appointed meeting facilitator reserves the right to move the meeting forward, which means possibly limiting the time someone has to present their information.

II. Welcome

Sonya Land welcomed everyone to the meeting.

III. January Meeting Minutes Approval

Sonya Land requested a motion to approve the PTO meeting minutes from January 2018. Copies of the minutes were provided to those in attendance. Michele Duvall presented a motion to approve the meeting minutes and Shilpa Rao seconded the motion.

IV. Parkway App – Dave Irby –

Dave Irby, Website Content Manager for Parkway, provided an overview of the Parkway App. The app provides a centralized location to receive content related to notifications, calendars, menus, the staff directory, and much more. It can be customized for individual students and specific schools.

V. Officer Reports

- A. Treasurer Report** – Michele Duvall reported that we collected \$10,250.00 in Panther Pledges this year, with \$1,300.00 of that being from company matches. Trivia Night brought in \$13,400.00. The funds raised will help to pay for another 3 years of Dreambox.
- B. Vice President Report** – Steven Shane facilitated updates on the following committees:
 - Committee Reports**
 - 1. Kickball Game & Kona Ice** – There will be a kickball game on Friday, April 20, 2018 at 6:00pm on the blacktop. The game is for students and dads/male caregivers; however, all family members are invited to attend and watch the games. The Kona Ice truck will be at the event as well.
 - 2. Beautification Day** – Spring Beautification is scheduled for Saturday, April 21, 2018 from 9:00-12:00pm. Please come out and help to plant flowers and keep our school grounds looking great.
 - 3. BOGO Book Fair** – This will take place on May 3-4, 2018. Students will be able to purchase books during the school day at designated times; however, the book fair will only be open

for family members from 4-5pm each day. Volunteers are still needed, so please sign up if you are able to help.

4. **Spirit Day** – A sign up link for volunteers will be available soon. Spirit Day t-shirt orders were sent home and a reminder was given to return orders by the due date.

C. **President Report** – Sonya Land

1. **Board Elections** – For the 2018-2019 school year, Steven Shane will assume the role of President and Sonya Land will serve as Past President. During the meeting, nominations were requested for the Vice-President position. Valerie Harris was nominated for the position. All in attendance voted in favor of the nomination and Valerie accepted the role of Vice President for 2018/2019. The following individuals will remain in their current positions next school year: Michele Duvall (Treasurer), Katie Lail (Assistant Treasurer), Danielle Mosley (Recording Secretary) and Shilpa Rao (Corresponding Secretary).
2. **SVE Rummage Sale** – There will be a rummage sale on Saturday, May 5, 2018 from 8:00-11:00am on the blacktop. We currently have 7 families signed up to sell items.
3. **Teacher Appreciation Week** – This will be held May 7-11, 2018. We are going to continue the tradition of having students write letters to their teachers and they will receive a compilation book at the end of the week. This year, instead of designating what students should do or bring, we are asking students and families to do whatever they would like. Examples may include bringing a small flower or treat or simply saying “thank you for being my teacher.” There will also be a teacher appreciation luncheon. There is a sign up link for volunteers if they would like to bring something for the luncheon. Teachers and staff will receive a gift (portable charger) from the PTO as well during the week.
4. **Spring Fundraiser at Menchie’s** – This is scheduled for May 8, 2018 from 4:00-9:00pm.
5. **PTO Volunteer Party** – This event is for anyone who has volunteered in any capacity at any point during the school year. The date, time, and location are still being determined and will be shared soon. PTO will provide appetizers. There was discussion at the meeting about ways to increase attendance as well as suggestions for this year’s location.
6. **Pre-packaged school supplies for next year** – Flyers were sent home for pre-packaged school supplies for the 2018/2019 school year. We are using a new company this year and the kits will cost approximately \$5.00 less than they did last year. There is an additional \$5.00 savings if you order before May 24, 2018. www.schoolkitz.com Families can purchase and pay for the supplies online and they will be delivered to the school and placed on the students’ desks prior to the first day of school. This is an option that is available to families, but those who choose to do so can still purchase the supplies from their preferred stores. This is a fundraiser and a portion of the proceeds will go back to our school.

VI. Wellness Committee – Sonya Land announced the following updates provided to her from Mrs. Rajchart:

Jump Rope for Heart raised \$9,296.00 to be used toward research, medicine, and life-saving surgeries for individuals with heart conditions. Students in 3rd-5th grade are currently participating in the roller blading unit and will be completing the end of the year fitness testing next week. Soccer and Frisbee units will take place once the weather gets warmer. The PE teachers are also working on a spring track and field day, which will be similar to what they did in the fall with the Pumpkin Run.

VII. Teacher Report

Mrs. Fitter expressed appreciation to the PTO for their support of Dreambox, food on conference night, and the new playground equipment.

VIII. Principal Report – Dr. Cicotte

- A. Volunteer Appreciation** – Dr. Cicotte expressed appreciation for all the volunteers that help to support our school and community. Those in attendance received volunteer appreciation gifts, cupcakes, and the opportunity to read thank you cards written by the students.
- B. Leader in Me/Lead Time** – One of the goals this year was to create new leadership opportunities for students at school. Lead Time was started in February and is a time for students to meet once a month to participate in leadership roles. Students in 3rd-5th grades meet in mixed grade groups and students in K-2 work within their grade level. The 3rd-5th graders signed up for different roles that were presented to them. The goal is for students to have the opportunity to give input about roles they would like to see in the future. Current roles for 3rd-5th graders include such things as teacher assistant, wellness leaders, school photographer, and officer in training. The Kindergarteners are doing Birthday Buddies and they have learned to sing “Happy Birthday to You” in several different languages. 1st graders worked on random acts of kindness and 2nd graders were spirit leaders who worked on advertising school events. Roles will continue to grow and evolve next year.

IX. New Business – Steven Shane presented Sonya Land with an appreciation gift for her commitment and dedication to the PTO for the last several years.

X. Adjournment – Sonya Land thanked everyone for their attendance and adjourned the meeting at 7:55pm. Our next PTO meeting is scheduled for August 28, 2018 at 7:00 p.m. after the Room Parent meetings that are scheduled at 6:15pm that same evening.