

PTO Executive Board Meeting Minutes

August 19, 2019

Meeting called to order at 2:33 PM

Attendance: Rachel Stewart, Nancy Akers, Emily Peyton, Megan Miller, Wendy Powell, Katy O'Neill, Elissa Hurd, Revelle Cox, Mavis Pilger, Sean Gallagher

1. Welcome

2. Approval of Minutes

May Executive Board Meeting Minutes: Motion to approve - Sean Gallagher; second - Wendy Powell.

3. Principals Comments: Mrs. Cox

Great start to the new school year. July 31st numbers were at 779 and as of 8/19 that number was at 792. 117 Kindergartners on 7/31 and 135 on 8/19. 760 at the end of the 2018/19 school year. We had positive comments about the gym setup this year at open house. Everyone liked where PTO was placed this year as well.

4. Officers' Reports

President: Rachel Stewart

- A. Calendar updates for newsletter need to be placed online
- B. Coach Paulos to place school calendar online for school
- C. PTO box in front office with new folders for teachers and PTO communication.

Treasurer: Emily Peyton

- A. Updated new school request is now \$3000 from \$2000.
- B. Number of teachers increased this year, increasing classroom funds from \$4,700 to \$4,900.
- C. As of July 31st the ending balance was \$12,063.73, does not include RevTrac fees for Greenjackets game and T-shirts.

Membership: Nancy Akers

- A. Current Membership: 19 teachers, 40 general, 71 silver, 20 gold. 150 total.
- B. Look into ways in which we can identify student ambassadors at Open

House and during the school year. Continue to streamline PTO process at future Open Houses. Discussed incentives to get 100% off staff on board with PTO membership.

- C. Volunteer Orientation: Great turn out. Many new faces showed up excited to volunteer and all wanted to be on general volunteer distribution email list.
- D. Spirit Rock: Going well, has slowed down some now.
- E. Box Tops: Box tops and scanned receipts will both be counted, doubling your points. You will have 2 weeks after purchase to scan a receipt into the app.

VP Fundraising: Sean Gallagher

- A. Ms. Reeves and Ms. Tanner have volunteered to organize Spirit Nights.
- B. Greenjackets: Committed to 200 tickets only 70 sold. A remind was sent on FB and Instagram along with a link sent to teachers to forward to families.
- C. T-shirt Orders: Megan Miller gave update. Lists with ordered t-shirts will be sent to teachers so they can double check student orders. Delivery date for shirts will be September 10th along with distribution to students that day.
- D. Silent Auction: Discussed live auction and needing wifi for event for maximum return. Ms. Bell will be emailing County about possibility for this.

Secretary: Elissa Hurd

- A. Newsletter: Submission for September newsletter will be August 28th.

VP Events: Wendy Powell

- A. Back to School Bash - September 13, 5 - 7 PM. Will coincide with 1st grade performance in the gym at 5:30 PM. We will be using Marcos Pizza and Dippin Dots. Also will be requesting products from Coke at a reduced Price.
- B. Hospitality (Katy O'Neill)
 - 1. Sweet Treats Days -
 - a. Sept. 27th 4th and 5th grade
 - b. October 2nd and 3rd grade
 - c. February 1st grade
 - d. March Kindergarten.
 - 2. New email address will be created in like manner as the other RRE

PTO email accounts using Hospitality name with same password as others.

5. New Business

- A. Requests - New Rug for Mrs. Newman 1st grade of \$339.96. 2 teachers also wanting room rugs replaced, tabling that idea for now.
Motion to approve rug for Mrs. Newman - Nancy Akers, second - Emily Peyton.

6. Old Business

- A. Papa Johns discount code for online orders to be used any day. Sean will email Eddie and get the new code updated. Code will be shared in the September newsletter.

7. Adjournment: 3:44 PM