

## PTO meeting minutes 9/12/2023-FINAL

Attendees: Alissa Ashley-High, Greer Croxford, Ben Cooper, Emily Iannello, Bryan Mabie, Miya Hanna, Roni Ashkenazy

Absent: Shannon Wall

General Meeting:

### 1. 2023-2024 Board Introductions and Welcome—

Alissa shared what the PTO is, including the current board members, and what we do including recent events such as the playground meet up, open house scavenger hunt, welcome back lunch, \$50 gift cards for teachers and staff, fall enrichment programs.

Alissa also discussed upcoming events and some possible upcoming action items:

- a. For the school directory, a discussion took place on getting permission from parents to use the information they have already given to the teachers. It was further discussed that it may not be used enough to justify the attention and labor that it would take to get this done. We want to look at the possibility to get information from the teachers and creating an electronic file.
  - b. For the fun run, we need to discuss or get ideas for the full school incentive. Mr. Mabie will bring back to the teachers to get some ideas and make a decision about this.
  - c. Cheryl Bortnick will be running Book fair and Gift of knowledge. Book fair will be sometime at the end of October, beginning of November, and gift of knowledge ceremony will be in October for Sept, Oct, and Nov birthdays.
  - d. Family Dinner dance is 9/22 5:30-7:30/Rain date 9/29
2. A general thank you and acknowledgment was made for volunteers Emily Anderson for helping with the welcome back luncheon, Rebecca Hallinan for the 1<sup>st</sup> day of school supplies, and Kelly Warren for the garden club
3. Open forum and discussion for upcoming events and fundraising ideas.
- a. A fall movie night was again discussed. Mr. Mabie suggested providing the popcorn and waters free for families, perhaps providing vouchers with each movie ticket. This was generally agreed to by the board, that it could be offered as a free night, rather than a fundraising event.
  - b. Square 1 Art- We need to bring this up to Liz Ryan, the art teacher. We want to have this set up for holiday time, so we would need to be in touch with Ms. Ryan soon.
  - c. Family Dinner Nights- We would like to set up family dinner night fundraisers at local restaurants. We need a few parent volunteers who are willing to solicit local restaurants to inquire about doing this.
  - d. Parent/kids night out—if we would like to hold a parents' night out, it was previously discussed that we should do a kids' night out in conjunction with this. We would need both parent and student volunteers to keep the children. We might limit the kids being watched to 6<sup>th</sup> grade (of families that are participating in the event). It was suggested to seek feedback from the organizer of the high school volunteers if this is something they would want to do as well as when it might be held.

## Business Meeting:

1. Approval of prior meeting minutes
2. Treasurer report-Ben Cooper
  - a. Total fundraising revenue this year forecasted at 75,700. Total fundraising expenses forecasted at 39,800 with a net of 35,900 for fundraising only.
  - b. Other income forecasted around 6,600 for a TOTAL fund generation of \$42,500.
  - c. Overview of budget was done including:
    1. 8k for field trip (busses)
    2. 7500 for enrichment programs (2k already spent)
    3. 6250 for in class development: gift cards, mini-grants, etc.
    4. Teacher appreciation
    5. Subscriptions
    6. 33,365 for programs
  - d. Surplus at end of year 9135
  - e. We currently have \$22,242 in our business solutions account  
42k in our financial goals account  
2102 in our gift of knowledge account
3. Website and social media sites: Corrie Torres is still involved with keeping our website up and running and will continue to do so moving forward.
4. Upcoming event: fun run. Tuesday 10/3 is the kick off, and the event will be held on Friday 10/13. We have the items shipped, and we just need admin Jenny to let the PTO know when these materials arrive so we can put up posters. We will have the indoor gym space as a rain alternative and will do a glow run and possibly break kids into age groups for this if need be.
5. Upcoming PTO meetings: the 2<sup>nd</sup> Tue of every other month, will do Zoom so more parents can be involved. Currently scheduled for 11/7, 1/9, 3/12, 5/14
6. Miscellaneous item: 1<sup>st</sup> day school supplies had much less participation this year. Rebecca asked if this is something we would want to do again. She has some ideas about other ways to generate participation. We will circle back on this after finding out feedback from Rebecca.