

LVES PTO Executive Board Meeting

March 3, 2017

In Attendance:

- Kristi Cobb
- Chasity Hill
- Cristy Densman
- Brittany Groves
- Julie Pfund
- Robbi Braat

Meeting was called to order by President Densman at 8:05am. Agenda items for discussion included: Reptile Ruckus, Treasurer's Report, School Supply Kits, Student Agendas, ACT Celebration, Next Year Board and Coordinator Positions, and New Business.

Reptile Ruckus:

Reptile Ruckus will take place on May 5th from 5:30 p.m. to 7:30 p.m. (4:30 p.m. to 5:30 p.m. for exceptional education). Julie has already confirmed most vendors and will contact any remaining participants. PTO will attend the April faculty meeting. We will request that the teachers volunteer one hour of time to work Ruckus and parents work a thirty-minute shift; we will send out a sign-up genius. Board members will bake desserts for faculty at the next faculty meeting; postponed from April 3rd to April 10th. PTO will publicize Ruckus through multiple methods. Chasity will create a flyer to send home with EC families as well as working with Julie in regards to creating a Facebook event. Brittany will send email from PTO account to membership. Julie will speak with Megan Nichols to discuss the cake walk and possible cupcake donations. Stephanie will write articles in the next two editions of the newsletter to promote ruckus activities.

Treasurer's Report:

Treasurer's Report by Kristi Cobb including review of cash flow, budget, and assets. Reports for February presented. The PTO account is at Regions Bank; account number is on file. Bank accounts approved and reviewed by the board. Motion made by Cristy Densman to approve financial statement; second by Robbi Braat; all in favor. Accounts will remain on file with Treasurer.

School Supply Kits:

New company this year will be EPI. They have been accommodating with sending in sample products and it has been a smooth process. Kindergarten list has already been submitted; next step is to get their list online and registration packets. Cristy has spoken with Mrs. Rector regarding list for all grades.

Student Agendas:

PTO will use School Datebooks to purchase next year's agendas from. After checking with multiple companies, this vendor provided the most cost effective option. Agendas will be provided for grades 3-5 for a total cost of \$1,176.01.

ACT Celebration:

The PTO voted to hire Mr. Tim as a DJ and have a dance party for a cost of \$350. The Room-parent coordinators will send a message to the Room-Parents related to providing a simple snack. The PTO newsletter will contain an article related to this event as well.

Next Year Board and Coordinator Positions 2017-2018:

PTO will advertise the multiple coordinator and board positions it has available. Chasity will create a flyer to send home to advertise and inform families of available positions. Stephanie will write a newspaper article to send to membership. PTO will host an informational meeting on March 31st at 9:00 a.m. to discuss PTO with interested parties.

New Business:

- Box Top collection sheets went well and children seemed to enjoy turning this method. Total amount collected for the Spring \$1,210.00 and total amount of monies collected through the box top programs for the 2016-2017 year \$2,458.00.
- Around the Rim: Need Referees and Coaches. Julie will place put out raffle buckets by April 21st. Winners will be pulled in the office and announced during PBIS.
- Sponsors: PTO will keep signs the same and for the sign outside do a high quality outdoor canvas sign. All sponsors will be put on one sign. \$1,000 level will have a large logo and company name, \$500 level will have smaller logo while \$250 level will have name only. We will do a new sign each year. 4 x 6 ft sign from Vista Print in \$84. PTO will start looking for sponsors now. Katie will set up link for sponsors to fill out form (with a deadline date) and pay by pay pal.
- Dress Up Day Ideas: Career Day, Whacky Hair day, Spirit Day
- Upcoming Spirit Nights are still being discussed. Megan is still speaking to the Nashville Predators regarding an LVES night there. More info TBA soon.
- Smoothies for teachers will be on the day after school this year.
- New landscaper is needed for center island maintenance. PTO will put out the request for bids via Facebook, Newsletter, and a variety of additional outlets. Looking to receive multiple bids on this. Cooksey's Home and Garden Care will be allowed to bid on the contract. Stephanie will not be allowed to review bids, obtain quotes or vote on final decision.