

LVES PTO Executive Board Meeting Minutes

Date: March 2, 2018

In Attendance:

- Cristy Densman – President
- Candice Colson – VP of Events
- Chasity Hill – VP of Marketing
- Christina Trahan – VP of Volunteers
- Tammy Kaminski – Membership Secretary
- Beth Dean – Recording Secretary
- Kristi Cobb – Treasurer
- Kathy Ball – Principal
- Lindsey Wagner – Special Areas Representative
- Crystal James – 3-5 Teacher Representative
- Julie Pfund – Silent Auction Coordinator

Meeting was called to order by President Densman at 8:15 am. Agenda items for discussion included: Silent Auction Update, Reptile Ruckus, Treasurer's Report, School Supply Kits, 2018 Student Agendas, Invest Incentives for 2018-2019, Student of the Month Celebration.

Silent Auction:

Julie has already made 28 Corporate Requests for donation. Confirmed donations are from: Adventure Science Center, AMC Theater, Dolly Wood, Franklin Lanes, Holiday World, Soar, Tennessee Aquarium, and the Nashville Zoo. Julie will work with the Beautification Board to ensure volunteer hours are recorded for next year in order to secure Disney Passes. Weather permitting the auction will be held outside. Updates will also be made to the closing process. Bidding sheets will be gathered and organized in alphabetical order. Winners will be listed on a dry erase board. All baskets must be dropped off at school by April 6th. PTO will meet with Julie on April 13th at 9am to help.

Reptile Ruckus:

The following food vendors have been confirmed: Burger Republic, Dominos, Kettle Corn, and Kona Ice. Sonic has yet to respond about selling hotdogs. Candice has the following items on her list to confirm this month:

- Julie is attempting to reach out to Joyce at Independence High School for student volunteers
- Sonic for coupons
- Reach out to teachers, Anna Milton and Gigi's contact for Cake Walk donations
- Order wrist bands
- Create a sign up for teachers to work the bounce houses
- Check with the Art teachers about face paint
- 1 month out: set out containers to collect entries into Around the Rim (cheer and basketball). Send home info to Invest families about their students and free entry into the raffle.

Treasurer's Report:

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

School Supply Kits

Beth has reached out to our EPI contact. They are working together to confirm the Kindergarten list before Kindergarten Registration opens. The remaining class lists will be submitted to Mr. Shelton by the end of March. A request will be made to EPI for fliers, close date for orders, and a kit donation to our Silent Auction.

Student Agendas 2018-2019:

It was decided that agendas would be purchased for 4th and 5th grade students for the 2018-2019 School Year. Mrs. Ball will work on an estimated number of agendas that will be needed.

Invest Incentives for 2018-2019

It was decided that the incentives for Invest should remain the same for the 2018-2019 school year. The tri-fold flier will be updated. A blurb will be written for teachers to use in their weekly newsletters during the fall to help encourage Invest.

End of Year Student of the Month Celebration

Mrs. Croteau and the PBIS Committee decided to host a Dance Party on May 3rd, for 3 boys and 3 girls from each class. It will be broken down into two groups; K-2 and 3-5. Mrs. Croteau requested that PTO provide some kind of snack and drink for the students as well as watch the PBIS Committee Teachers classes while the parties were being held.

Motion to adjourn made by President Densman at 10:40 am and seconded by Kristi Cobb; All in favor.