

LVES PTO Executive Board Meeting Minutes

Date: January 15, 2021 via Zoom

In Attendance:

- Beth Dean – President
- Jocelyn DiRienzo– VP of Events
- Julissa Sandoval – VP of Marketing
- Christine Johnson– VP of Volunteers
- Kim Thiele – Membership Secretary
- Allyson Small – Recording Secretary
- Amy Martin -Treasurer

Not in Attendance:

- Dr. Kathy Ball--Principal
- Lindsey Dearien—3rd-5th Teacher representative
- Kara Pickerill—K-2nd Teacher representative

Meeting was called to order by President Beth Dean at 9:15 am. The list of items to be discussed on the agenda include: playground update, spirit wear, newsletter, spirit nights, treasurer's report, newsletter, technology purchases, teacher appreciation, and miscellaneous.

Playground Update:

The contract for the new playground equipment purchase has been signed. The PTO board members took a vote outside of a regular meeting on December 18, 2020 to approve the \$21,000 purchase of equipment.

Spirit Wear:

The online spirit wear sale went live Tuesday, January 12th and will end Sunday January 24th at midnight. Items offered for sale are the repeating Longview design on sport grey in short sleeve (\$15), long sleeve (\$20) and hoodie (\$30) in youth and adults sizes and the Peace, Love, Lizards design on both light blue and black short sleeve (\$15), long sleeve (\$20) and hoodie (\$30) and Carolina blue hoodie for youth hoodie. To promote the online sale Julissa Sandoval will post the flyer to Facebook multiple times, a flyer was sent home with students, room parents will forward the flyer to their class rosters, and teachers will be asked to include it in their class newsletter/weekly email. We will offer the spirit wear shirts we earned from the last sale on Facebook as first come first serve for \$15 each. We have 2 repeating Longview grey short sleeve shirts (1 youth medium, 1 youth large) and 3 Peace, Love, Lizards light blue short sleeve shirts (2 youth large, 1 youth medium) available.

Newsletter:

The winter PTO newsletter will need to be sent out by Allyson Small. Items to be included are: Presidents message, teacher appreciation info, detailed spirit night info, opportunities to connect accounts to give back to LVES (Amazon, Kroger, Box Tops), school store, Tier 3 volunteers needed, the next school beautification day, school holidays and asynchronous days. President Dean would like the newsletter to be sent out by Friday, January 22, 2021.

Spirit Nights:

Longview brought in \$453 from Culver's December Spirit Night (week). For the next Culver's spirit night (March 8th-12th) there needs to be clear communication to families about how the fundraiser works—1 ticket redeemed for each meal purchased and it lasts a week, not just a day. Our January spirit night was with Domino's Pizza and we raised \$350. The next spirit night is February 9th at Martin's BBQ. Last year we made \$425. Jocelyn Dirienzo will reach out to the Martin's BBQ contact about options for preordering and/or a possible pick-up at Longview.

Treasurer's Report:

Treasurer's report was presented by Amy Martin including review of cash flow, budget, and assets. Reports for November and December 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 Beth Dean to approve financial statement; seconded by Jocelyn DiRienzo; all in favor. Accounts will remain on file with the Treasurer.

Technology Purchases:

With the school district taking over the funding for Chromebooks Beth Dean motioned to approve the purchase a laptop and a Microsoft Office 365 subscription for general PTO use. Jocelyn DiRienzo seconded the motion. All were in favor.

Teacher Appreciation:

This year Teacher Appreciation week will be held in February at the request of Dr. Ball to boost teacher morale at a time of year it is much needed. Cristy Densman and Kristi Cobb will be setting the week's theme and daily appreciation things. Card My Yard's and Avella Balloon Décor's sponsor trades will be used for this week. For December's general teacher appreciation all teachers and staff received a \$5 Sonic gift card and dead teachers received a \$25 Amazon gift card. Dr. Ball will get back to Beth Dean with any needs/requests for January's general monthly teacher appreciation.

Miscellaneous:

Miscellaneous items discussed in the meeting were as follows:

- Teacher carts are not holding up. Beth Dean is contacting the manufacturer to discuss replacement/repair/refund options.
- Beth Dean met with Seth from the landscaping company about the types and size trees we would like installed around the track and playground, our budget, and concerns about watering. The district approved the locations for the trees. The trashcan will be installed along the track as requested by the teachers.
- PTO will fund a Brag Tag program. Students will be rewarded for various things by their teachers like honor roll, respect, organization, positive attitude, meeting math/reading goals, "caught" being good by principal, etc. The cost per tag per student is about \$.12. Allyson Small will take over the project from Beth Dean.
- Board members discussed the possibility of using Membership Toolkits program.

A motion to adjourn the meeting was made by President Dean at 10:37am. The motion was seconded by Amy Martin; all were in favor.