

LVES PTO Executive Board Meeting
September 10, 2021

In Attendance:

Allyson Small, President
Jocelyn DiRienzo, VP of Events
Erinn Hartwell, VP of Marketing
Christine Johnson, Membership Secretary
Nicole Keswani, Recording Secretary
Amy Martin, Treasurer
Dr. Kathy Ball, Principal

Not in Attendance:

Danielle Freeman, VP of Volunteers

Meeting was called to order by President Allyson Small at 8:18am. The list of items to be discussed on the agenda include: Invest update, trunk or treat, teacher wish lists, teacher appreciation, treasurer's report, spirit wear, marquee, books, general meeting/room parent orientation.

Invest Update:

Christine Johnson presented the numbers for Invest. As of September, 45% of all students are invested into the Longview PTO. The total monetary value invested is up from 2020 (\$35,699.19 in 2021) but overall participation is down. A survey was conducted during the 2016-2017 school year and most parents preferred the invest over door-to-door fundraisers. We will send another survey to parents around March to assess parent interest in invest versus door-to-door sales.

Trunk or Treat:

Trunk or treat was presented by Jocelyn DiRienzo and is scheduled for October 22, 2021 from 6:00 – 7:30 pm. In the event of inclement weather, a rain-day/cancellation will not be provided; instead, a drive-thru option featuring a one-way traffic flow with tents for the cars will occur. The morning of October 22 a call will be made based on the percentage of rain in the forecast to determine whether it will be a drive-thru or traditional trunk-or-treat. There will be no vendors at the event. A total of 30 spaces will be available for cars. An email will first be sent next week to sponsors, then the 27th of September a flyer will be sent home for parents to participate with a RSVP date of October 8th. A candy flyer will be sent the week of September 20th for donations, at least 30,000 pieces of candy will need to be donated. Each participant will be allowed to begin set up at 5:15pm. All board members and coordinators will be asked to volunteer in one hour shifts to allow all volunteers to participate in the trunk-or-treat. A request will also be sent for 4-5 high school volunteers to restock candy.

Each truck will be voted on by students/participants with wrist bands. In the past a google slide presentation was presented to students in the classroom. This year we will have 3 tickets per participant with a wrist band and the top teacher and family trunk will win. The prize for top teacher trunk will be covered recess time and lunch (1.5 hours). The prize for top family trunk will be a \$50 gift card. In addition to the trunk contest, we will have a pumpkin decorating contest for students split between grades EC-1st, 2nd-3rd & 4th-5th. Students will vote for their favorite pumpkins using loot. The winner will receive a gift card.

Teacher Wish List:

Allyson Small presented the teacher's wish list budget for the 2021- 2022 school year, \$12,000. Teachers in grades K-5 will each receive \$250. EC teachers will receive \$100 each. The RA team will each receive \$250 per department . If there is something the RA would really like we can give up to \$3000 total. An email will be sent next week to teachers for their ordering request. All orders much include tax and shipping and need to be returned by November 1st . Motion made by Allyson Small to approve the wish list distribution; seconded by Christine Johnson; all in favor.

Treasurer's Report:

Treasurer's report was presented by Amy Martin including review of cash flow, budget, and assets. Reports for July budget 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 Allyson Small to approve the financial statement; seconded by Chritine Johnson; all in favor. Accounts will remain on file with the Treasurer.

Teacher Appreciation Week:

Allyson Small presented an update for teacher appreciate week. The next teacher appreciation date is Friday, September 17th and will have a tailgate theme. Emily Corey and Jackie Fletcher are the teacher appreciation coordinators. It was requested to move teacher appreciation days from Fridays to Thursdays.

Spirit Wear:

Allyson Small presented updated information about the spirit wear sale. The sprit wear sale opened August 27th, 2021 and extends through September 17th, 2021 and possibly will reopen in January 2022. To date a total of \$4500 in sales have been made and last year's total sales were \$6200. We are on track to make approximately the same amount of money in spirit wear sales.

Marquee:

Allyson Small presented an update about the marquee for Longview. The marquee in front of Longview was approved and we are waiting on the next step. It will take 8-10 weeks to start replacing after they receive the deposit.

Books:

Allyson Small provided an update on the status of books for the library. An email was sent to all teachers with only two responses for requested books. Another email was resent with reminder and a due date given of September 24th. We have contacted both the Spring Hill public library and WCS library for recommendations of age appropriate books. Two volunteers are needed to help determine whether the library already has the recommended books.

General Meeting/Room Parent Orientation:

The next general PTO meeting is scheduled for Friday, September 24 at 9:00am via Zoom. The executive board will most likely meet in person in the conference room at Longview. The room parent orientation is schedule via zoom following the general meeting.

Miscellaneous:

- Sonic Spirit night is set for September 16, 2021.

- First Day School Supplies reached out to Beth Dean to see if we would be using them next year for our school supply kits. Motion made by Christine Johnson to approve First Day School Supply for our school supply kits; seconded by Amy Martin; all in favor.

The meeting was called to a close at 9:30 am by Allyson Small, seconded by Christine Johnson, all in favor.