

LVES PTO Executive Board Meeting

February 7, 2022

In Attendance:

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

Not in Attendance:

Christine Johnson

Meeting was called to order by President Allyson Small at 8:23am. The list of items to be discussed on the agenda reptile ruckus, silent auction, board and coordinator positions, event improvements, 22-23 big budget items, teacher appreciation, treasurer's report, spirit wear and invest shirts 22-23, and playground toys.

Reptile Ruckus:

Jocelyn DiRienzo presented updates about reptile ruckus. Reptile Ruckus is scheduled for April 29 from 5:30 – 7:30 and silent ruckus from 5:00 – 5:30. The following items are booked: pony rides, inflatables (extra being brought), Kona Ice, and Sonic. Mojo's Tacos, Kettle Corn and Marco's are being contacted to provide food trucks as well. The ruckus will include a petting zoo, face painting, cake walk, bubble machine, and pie in the face.

Silent Auction:

Jocelyn DiRienzo presented information about the silent auction. A team of volunteers will help with the auction. There will be 43 class baskets, 3 optional EC baskets and we are asking for teacher experience baskets (10 – 20 expected). Basket price ranges should be between \$50 and \$250. The silent auction will be in the gym and end promptly at 6:45pm to allow time to collect money. Several teachers have yet to respond to requests for baskets, but all are being contacted.

Board and Coordinator Positions:

Allyson Small presented that the new board positions for the 2022-2023 academic year will need to be selected at the April General PTO meeting. Members can remain on the board no more than four consecutive years and no more than three years in one position. There will be an updated form about board positions on the PTO website as well as a copy in the PTO office. Coordinator roles will also need to be filled during this time.

Event Improvements:

Erinn Hartwell presented information on pricing for feather signs that can be used repeatedly during events. Feather signs are needed for cash, card, silent auction, enter here and restrooms. The PTO will also purchase a second cash box to minimize lines into the events.

A motion was made by Allyson Small to look into changing the mascot of Longview Elementary, all were in favor. More information is needed to determine how to implement a change.

2002 – 2023 Big Budget Ideas:

Allyson Small presented the idea of an outdoor learning pavilion for faculty and students. It would include a covered structure with concrete and tables for lunch or class outside. The estimated cost is around \$20,000 for the structure and could be placed behind the school. A motion was made by Allyson Small to move forward with the project by getting an estimate and asking central office about pavilion placement and vendors for the structure, all in favor. A new sound system for the gym would also be a large purchase for the 2022-2023 fiscal year budget. Lastly, ideas for markings on the pavement and sidewalks behind the school for sensory paths, hopscotch, twister, etc. would be considered for future fundraising.

Teacher Appreciation:

Allyson Small presented an update for teacher appreciation. In February, the PTO will provide recess and related arts coverage as well as a Sonic drink and snacks. Burger Republic was unable to cater this month as they have opened a new store in Chattanooga. The notes of appreciation have been collected and will be distributed in the coming weeks. March teacher appreciation will be on pie day (3/14) and pizza and pies will be served.

We are still looking for a theme for teacher appreciation week. It is set for the first week of May. Monday, May 2nd Burger Republic will cater lunch. Other dates are TBD. A request is being made to teachers to see if any parents want to become more involved with the PTO and we will have the PTO reach out to new student parents via the ambassador program. A Facebook post will also be created as well as an update to the website encouraging more parents to become involved with the PTO.

Treasurer's Report:

Treasurer's report was presented by Amy Martin including review of cash flow, budget, and assets. Reports for December were presented. The PTO account is at Regions Bank; account number is on file. A motion was made for approval of the January budget by Allyson Small, seconded by Jocelyn DiRenzo, all in favor.

SW and Invest Shirts 22-23:

Allyson Small presented the 2022-2023 Invest shirt ideas. The color will either be black or neon green and the PTO will continue to use Gandy for online sales. If PTO purchases shirts for the faculty as a back to school gift Stickers and More will most likely be used as the vendor.

Playground Toys:

Allyson Small presented costs for grade level playground equipment. Per grades K-5 the following will be purchased: 2 soccer balls, 2 footballs, 2 volleyballs, 4 kickballs, and 3 basketballs as well as 3 jump ropes for grades 3 – 5th. The cost is \$850, a 50% increase since 2019. A spring-loaded tote will also be purchased for each grade to store all the items. A line item will be created for the 2022-2023 fiscal year to include new playground toys each year, for 2021-2022 it will be added to teacher wish lists. A motion was made by Jocelyn DiRienzo to approve the playground toys, seconded by Amy Martin, all in favor.

The meeting was called to a close at 9:55am by Allyson Small, seconded by Danielle Freeman, all in favor.