

## **LVES PTO Executive Board Meeting**

October 1, 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  
Jackie Fletcher, Silent Auction Coordinator

Meeting was called to order by President Allyson Small at 8:17am. The list of items to be discussed on the agenda include: Invest update, trunk or treat/spirit night, classroom wish lists, teacher appreciation, treasurer's report, spirit wear update, library book purchase, and reward school recognition.

### **Invest Update:**

Christine Johnson presented the numbers for Invest. The final numbers for Invest were presented with 59.94% of all students investing into the Longview PTO. Forty students were covered by scholarship donations. The total monetary value invested is up from 2020 (\$40,299 in 2021) but overall participation is down. The top five teachers for invest participation are as follows: Watkins (95%), Wambaugh (84%), Court (82%), Migliore(78%), and James (78%). The top five teachers will receive lunch and recess coverage for a total of 1.5 hours. The students will receive a popsicle party in their classrooms. We will send another survey to parents around March to assess parent interest in invest versus door-to-door sales. The survey will also gauge a max number value for invest if multiple children attend the school.

### **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. A total of 30 spaces will be available for cars. Five sponsors, 10 Longview and 9 families have already signed up for the trunks. Each grade at Longview will have a point of contact, and the SS as well as RA departments will each do a trunk. Two carnival tickets will be given to each family with wrist bands to vote on their favorite trunks. The winning parent trunk will receive a gift card and the winning teacher trunk grade will receive lunch. Ten high school volunteers will be needed as well as 10 parent volunteers. Parents can sign up in 30 minute intervals and high school students will volunteer from 5-8PM.

In addition to the trunk contest, we will have a pumpkin decorating contest for students split between grades K-2 and 3-5. Each pumpkin should be brought in no later than Thursday October 21<sup>st</sup> decorated in a book character. Students will vote for their favorite pumpkins using loot. The winner will receive a gift card. Two volunteers will be needed to assist with the pumpkin contest.

Invest students will receive their wrist bands in advance and parents who are not invested may purchase them in advance through Pay-Pal. Pay-pay purchases will be nonrefundable as this is a rain or shine

event. Deadline for pre-sale will be Wednesday October 20<sup>th</sup>. Credit cards and cash will be accepted at the door.

Two SROs will be present the entirety of the event.

#### **Classroom 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. Eight orders have been placed. EC teachers will receive \$100 each. The RA team will each receive \$250 per department. Guidance requested to use the teachers' pay teachers website, but it is against WCS policy. PE has yet to respond. Music requested several items including the following: four ukuleles to complete a set, boomwhackers, flip-forms and a sound system. We will purchase boomwhackers and ukuleles. The sound system will be a major fundraiser for the PTO in the future. Art has requested face paint and a baker's rack. The bakers rack is over budget at \$711. A motion to approve the bakers rack was made by Christine Johnson, seconded by Jocelyn DiRienzo, all in favor.

#### **Treasurer's Report:**

Treasurer's report was presented by Amy Martin including review of cash flow, budget, and assets. Reports for September were presented. The PTO account is at Regions Bank; account number is on file. The budget was not approved due to meeting being held on October 1. The bank had not released all statements to finalize interest. The budget will be approved in next month's Executive Board Meeting.

#### **Teacher Appreciation Week:**

Allyson Small presented an update for teacher appreciate week. The next teacher appreciation date is October 28<sup>th</sup> and will have a trail mix bar. The Monday after Halloween the PTO will also provide recess coverage for teachers, we will need 6-8 volunteers for each grade level's recess. Any volunteer entering the school is required to be a Tier 3 Volunteer and must always wear a mask while in the building. Due to short lunch breaks, the PTO is trying to arrange a food truck vendor to set up each month on a Monday for the teachers to purchase food.

#### **Spirit Wear:**

Allyson Small presented updated information about the spirit wear sale. The spirit wear sale opened August 27<sup>th</sup>, 2021 and ended September 17<sup>th</sup>, 2021 and possibly will reopen in January 2022. The total sales were \$8733 with \$3800 in profit.

#### **Library Book Purchase:**

Allyson Small provided an update on the status of books for the library. An email was sent to all teachers with very few responses for requested books. Allyson Small and Amy Martin met with Ms. Baggett in the library and she provided a list of requested books. Instead of buying books only for the library, the PTO suggested giving \$2000 to the library as a general book donation (\$1000 towards Ms. Baggett's library wish list and \$1000 towards reading list suggestions) and providing each teacher with \$115 to purchase books for their individual classrooms. A motion was made to approve the new distribution of money between each teacher and the library by Allyson Small; seconded by Danielle Freeman; all in favor.

#### **Reward School Recognition:**

Reward T-shirts have been ordered for teachers and staff. A glow dance was discussed to reward the students. After looking at the calendar it was determined that it was not feasible.

**Miscellaneous:**

- Costa Vida night is set for October 6 & 7<sup>th</sup>, 2021.
- Silent Auction for Reptile Ruckus will be online and possibly inside if allowed by WCS. Each classroom will have one basket and only two rooms may have the same theme.

The meeting was called to a close at 10:15 am by Allyson Small, seconded by Jocelyn DiRienzo, all in favor.