

LVES PTO Executive Board Meeting

January 11, 2022

In Attendance:

Allyson Small, President
Jocelyn DiRienzo, VP of Events
Christine Johnson, Membership Secretary
Nicole Keswani, Recording Secretary
Amy Martin, Treasurer
Danielle Freeman, VP of Volunteers
Erinn Hartwell, VP of Marketing
Dr. Kathy Ball, Principal
Emily Corey, Teacher Appreciation Coordinator
Jackie Hamilton, Silent Auction Coordinator

Meeting was called to order by President Allyson Small at 10:17am. The list of items to be discussed on the agenda include treasurer's report, teacher appreciation, playground request and repair, school store, spirit nights, newsletter, marquee update, sound system, reptile ruckus and silent auction.

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 December budget by Allyson Small, seconded by Jocelyn DiRienzo, all in favor.

Teacher Appreciation:

Allyson Small and Emily Corey presented an update for teacher appreciation. The January teacher appreciation will include soup, salad and dessert bar. In February, the PTO will provide a catered lunch to staff using either Burger Republic or Martin's BBQ credits. Since Kindness week is February 17 – 23 the PTO will also provide recess coverage as well as an appreciation station in the cafeteria where students can write notes of thanks to their teachers. The notes of appreciation will be displayed either on a bulletin board in the main hallway downstairs or on individual teacher doors. March teacher appreciation will be on pie day (3/14) and pizza and moon pies will be served.

Playground:

Allyson Small presented that a request for padding on the basketball goals was submitted to PTO. The PTO board declined the request due to wear and tear during off hours at school and weather. Dr. Ball has also declined the request in previous years. Grade level playground equipment (balls, frisbees, jump ropes, etc.) was also requested. The PTO last purchased playground toys/equipment in 2018-2019. The PTO will reach out to grade level BLTs. Once a dollar amount is presented the executive board will formally vote to purchase. It will be marked as miscellaneous for this fiscal year and added as a line item for the 2022-2023 fiscal year.

It was brought to the attention of the board that one of the 2 spinning cups on the playground need repair. They have a one-year warranty that expires soon. After examination they seem to be in working order and do not need repair.

School Store:

Danielle Freeman presented updates to the school store. In February, the 100 loot items will be added including gumball machines and pop-it key chains. Even though the lines for school store are long on Tuesdays we will keep the school store open two days per week.

Spirit Nights:

Jocelyn DiRienzo presented the upcoming spirit nights. The January spirit night was cancelled because Domino's changed ownership and the new owner was not aware of the spirit night. The next scheduled spirit night is February 8th at McAllister's. We may need volunteers to help clean and/or run food to tables. They will donate 20% of sales over \$1500. The March spirit night will be at Martin's BBQ.

Newsletter:

The next PTO newsletter was presented by Nicole Keswani. The newsletter will be distributed to PTO members the end of January. It will recap important dates, money brought in by previous spirit nights, earned by the PTO, and highlight book purchases, classroom supply purchases, and mention Reptile Ruckus is coming.

Marquee Update:

Allyson Small presented updates for the new marquee. The order was placed for the new marquee. Unfortunately, the supplies to make the new marquee are on backorder and are expected to arrive late January/early February. Once supplies are in stock the sign will take approximately 6-8 to make and 1-2 days for installation. The new marquee should be installed by late March/early April.

Sound System:

Allyson Small presented information about a new sound system. After evaluation the entire system needs to be replaced. The speakers are still in working order and may be salvageable. The quote given was \$6960.86 but dependent if the speakers and cables would also need to be replaced after installation of the new system. The PTO will get another quote for the new sound system and it will be added for approval in the 2022-2023 fiscal year.

Reptile Ruckus:

Jocelyn DiRienzo presented updates about reptile ruckus. Reptile Ruckus is scheduled for April 29 from 5:30 – 7:30 and Ruckus without the Ruckus (for our special needs students) 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 carnival games, a petting zoo (goats), face painting, cake walk, bubble machine, pony rides, inflatables, and pie in the face. A suggestion was made to use wristbands instead of tickets, but tickets are more feasible for this event.

We will need to have many parent and teacher volunteers. A list is being created of where the volunteers will be needed. Additionally, we will need a second cash box as well as 3 squares to help check parents and students into the ruckus. Feather signs will be created for cash and credit lines.

Erinn Hartwell will DJ the event with her equipment.

Silent Auction:

Jocelyn DiRienzo presented information about the silent auction. A team is needed to 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 \$25 -\$250. The silent auction will be in the gym and end promptly at 6:45pm to allow time to collect money.

The meeting was called to a close at 11:47am by Allyson Small, seconded by Christine Johnson, all in favor.