

April 14, 2023

Meeting Minutes

LONGVIEW ELEMENTARY PTO GENERAL MEETING

BOARD MEMBERS IN ATTENDANCE

Co-President - Allyson Small | Co-President - Nicole Keswani | VP of Volunteers - Danielle Freeman |
~~VP of Events - Tyler Wheeler~~ | VP of Marketing - Erinn Hartwell | VP of Staff Support - Emily Corey |
Treasurer - Alison Mitchell | Membership Secretary - Mandy Hopkins | Recording Secretary - Amy Martin

PTO MEMBERS IN ATTENDANCE

Karen Luff; Becky Lockhart; Leiah Drew Hightower; Michelle Ross; Nicole Segui; Zach Hightower; John Hopkins

Meeting was called to order by President Allyson Small at 9:16 a.m. The list of items to be discussed on the agenda include: Treasurer's Report; Reptile Ruckus & Silent Auction; Teacher & Staff Appreciation Week; Year in Review; 2023-2024 Executive Board Elections. Allyson welcomed everyone and introduced Dr. Ball to all the parents.

Dr. Ball opened the meeting by announcing that Longview will be renaming our mascot. With the school splitting next year, this was a perfect opportunity to be able to rebrand the school. She got the approval from the central office to start the renaming process and a committee will soon be formed.

Treasurer's Report:

Alison Mitchell presented highlights of the year in terms of income and how we were able to spend the money to benefit the school, teachers, and students. Major forms of income came in from Invest, Sponsors, Kroger Rewards, and Spirit Nights. The major expenses this year were donations to cover the cost of the new PLC Training for grade level lead teachers and administrators, the new speaker system for the gym, landscaping, running the school store, and the brag tag program, to name a few. Please feel free to email her or connect with her after the meeting with questions or to learn more.

Reptile Ruckus & Silent Auction:

Nicole presented an update on Reptile Ruckus, scheduled for April 28th, rain or shine! Several food vendors (Little Cancun, Monster Pops, M.A.C. Daddies, Kona Ice, Five Ladies Donuts, Domino's \$10 pizzas, and White Shepherd Coffee) are confirmed, along with bounce houses, pony rides, a balloon artist, goats, and face painting. There will be lots of games and

activities including Pie in the Face and cake walk again this year. The PTO will sell soda and water.

Allyson spoke about the Silent Auction, which will take place outside from 5:30 - 6:45 pm. There are 33 classroom baskets, 25 business donation baskets, and 25 teacher experiences (ex. Breakfast with teacher, archery lesson with P.E. teacher, etc) to auction off this year. You do not have to be present at the end of the night to win.

Teacher & Staff Appreciation Week :

Emily Corey presented that May 1-5th is Teacher Appreciation Week. The theme this year is "Hollywood, VIP, You're a Star". Each day will have some sort of treat for the teachers.

Monday: Martin's BBQ lunch

Tuesday: Kona Ice, recess coverage, and "fan mail"

Wednesday: Snacks and White Shepherd Coffee truck, dress up like a movie star

Thursday: Popcorn bar

Friday: End of the year gifts from students to their teachers

Room parents will be asked to send out emails letting the parents know of these events. The room parents can collect the fan mail and put it into a scrapbook of sorts if they want, or kids could just present it to their teachers. Every room parent will be responsible for organizing the decorating of the classroom door for that Monday. This can be a poster made at home and brought it to hang up, or the parent can decorate it at school. There will also be stars cut out for each of the teachers and displayed in the hallway. There will be a sign up for parents to adopt a teacher without a traditional classroom as well to make their area special in some way.

Year in Review:

Allyson Small presented many of the events that the PTO sponsored or donated time and money towards.

- Fulfilled classroom wish lists with items for EC-5th grade teachers and Student Support Services totaling \$10,000
- Purchased new sound system with wireless mics for the gym
- Purchased a LV t-shirt for teachers and staff as a back to school gift
- Updated landscaping along the center island
- Hosted back to school luncheon for teachers and administration
- Ordered and distributed school supply kits
- Hosted Back to School Bash, Kindergarten Tears and Cheers, Family Picnic Night, Trunk or Treat, and Ties and Tiaras
- Paid school supply fee for students who participated in Invest in Longview
- Purchased agendas for all 3rd-5th grade students
- Staffed and stocked the LVES school store
- Organized volunteers for the book fair and picture day
- Planned a Teacher and Staff Appreciation Day each month including lunches, snacks, and recess, morning duty, and related arts coverage.

- Will Organize volunteers to cover lunch duty during substitute shortages and TCAP testing
- Funded the Brag Tag PBIS incentive program
- Purchased brag tags for kindergarten sneak peak
- Organized multiple spirit nights
- Donated start-up money to Amanda North PTO
- Donated funds to pay for PLC training for admin and grade level team leaders
- Will host Reptile Ruckus and hold a silent auction on April 28th
- Will pay for a rented inflatable obstacle course for Field Day
- Will organize and host Teacher Appreciation Week in May
- Organized and will run the indoor Longview Games on Field Day
- Will arrange balloon arch donation and set up and help 5th grade teachers with promotion ceremony as needed.
- Will pay for summer library hours so students can visit library and check out books during the summer

2023-2024 Executive Board Member Elections:

Nicole called on all the nominees to stand up and introduce themselves to the group. All nominees ran unopposed.

President: Mandy Hopkins

VP Events: Tyler Wheeler

VP Marketing: Erinn Hartwell

VP Staff Support: Emily Corey

VP Volunteers: Karen Luff

Treasurer: Alison Mitchell

Membership Secretary: Becky Lockhart

Recording Secretary: Leiah Hightower

A motion was made by Allyson Small to approve the new board. Amy Martin seconded the motion, and all approved.

Present at the meeting and joining the PTO as coordinators were John Hopkins, as webmaster, and Nicole Segui as room parent coordinator.

A motion to adjourn the meeting was made by Mandy Hopkins at 9:43 a.m. The motion was seconded by Emily Corey.