

September 2, 2022

Meeting Minutes

LONGVIEW ELEMENTARY PTO EXECUTIVE BOARD MEETING

MEMBERS IN ATTENDANCE

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 | Principal - Dr. Ball | Teacher - Mrs. Wambaugh
| Teacher - Mrs. Meyers

Meeting was called to order by President Nicole Keswani at 8:19 a.m. The list of items to be discussed on the agenda include: Invest Update; Family Picnic; Trunk or Treat; School Store; Teacher Wish Lists; Teacher Appreciation; Spirit Wear; Treasurer's Report; Sound System Update; Invest Reward Party; General Meeting/Room Parent Orientation Preview.

School Store Update:

Danielle said everything is going well getting ready to start the school store for the year. She hopes to buy a few different things for the school store and was given the go ahead to buy variety packs of chips to sell. Gum Ball machines will also be offered at the start of the year now.

Invest Update:

Mandy shared that 464 students (47.38%) and 116 staff have invested. At this point, top teachers/classrooms are:

Kindergarten - Hoy - 73.68%
2nd Grade - Wambaugh - 72.73%
1st Grade - Barton - 72.22%
Kindergarten - Court - 70%
3rd Grade - Watkins - 65%
3rd Grade - Dickall - 65%

Invested levels - EC-15; Bronze- 304; Silver - 78; Gold - 67; Donations \$635. Total money wise this is close to where we were at this point last year. Invest forms will be sent home again today with students and Dr. Ball will do a call out next week. Invest closes in one week (September 9th).

Family Picnic:

September 15th from 5:30-7:30; Tyler announced that CB BBQ, Mini Donuts, Mojo's Tacos, and Kona Ice will be there as vendors. Vendors will arrive around 4:30 to set up. Dr. Ball is following up with getting an activity bus to also attend.

Trunk or Treat:

Tyler is starting to work on a set-up plan. An email will go out to teachers first, then to parents to see who would like to set up a trunk. We will ask for candy donations from parents, but also expect to spend more money this year to make sure we have enough candy for the larger crowds. Nicole, Allyson, and Erinn will be working on a video to build hype and get the kids excited.

Teacher Wishlists:

Nicole said Christine Johnson will be organizing the wish list purchasing. An email will soon go out to teachers. Classroom teachers K-5 will be allocated \$200 and EC teachers \$100. Teachers will be reminded and encouraged to use this money on classroom items and not individual needs. SSS teachers will also be contacted to see if we are able to meet some of their needs as well.

Teacher Appreciation:

Emily presented the plan for food/treats for the teachers for each month. Also, based on Dr. Golden's latest plea for everyone to do what they can to celebrate their teachers, the PTO decided to organize recess coverage quarterly for the teachers. The first will be September 13th and the second on November 1st. Danielle will send out sign-up information to tier 3 volunteers.

Spirit Wear:

Nicole stated that spirit wear sales are down significantly from last year. The online sale is open August 15th through September 11th.

Sound System Update:

Nicole stated that the sound system has been ordered and paid for. Some of the items needed are already in, but other items are heavily back-ordered and not expected until after the new year. The hope is to have it all complete and installed by this spring.

Invest Reward Party:

In last month's meeting Nicole presented a Glow Party idea for the whole school if the PTO reaches their monetary goal from the Invest Fundraiser. Dr. Ball approved the dance to be in the gym during related arts periods if we did meet the monetary goal. We are significantly short of this goal with only a week left of Invest, so Nicole suggested we table the planning of the dance until we see if we are closer to meeting our goal.

General PTO Meeting/Room Parent Orientation:

Nicole announced the meeting date of September 23rd. The meeting will be at the school but also available via Zoom. There will be an Invest update, teacher appreciation discussion, treasurer's overview of the year, and information given about the events planned. The room parent orientation, headed up by Amanda Abele, will follow the PTO meeting.

Treasurer's Report:

The treasurer's report was presented by Alison Mitchell including review of cash flow, budget, and assets. The PTO account is at Regions Bank; the account number is on file. Bank accounts and statements were presented and reviewed by the board. Motion made by Nicole to approve financial statement; seconded by Amy; all in favor. Accounts will remain on file with the Treasurer.

Other Business:

Nicole said she and Allyson are working with a few contractors out to the school to get quotes for the first stages of the outdoor learning pavilion.

Dr. Ball approved the PTO painting a sensory walk on the concrete by the playground. The PTO will purchase stencils and paints, and we will paint it ourselves.

Two school beautification days are marked for the spring, but Dr. Ball is looking into having a fall date as well.

Spirit Nights - we brought in \$412 from Andy's Frozen Custard Spirit Night in August. September 29th is the next Spirit Night at Sonic.

A request came from Thompson's Station Elementary/Middle School to borrow our Ruckus games. After discussion, and because they were made and donated by LVES parents, we are recommending to them the vendor that we use to rent many of our other Ruckus games.

A motion to adjourn the meeting was made by President Nicole Keswani at 9:10 a.m. The motion was seconded by Mandy Hopkins.