

# Mills River Elementary School Parent Teacher Organization

PTO Meeting Agenda  
November 17, 2022, 1:00 pm

Meeting Called to Order/Attendance - Present @ meeting: Kacie Tilley, Autumn Morton, Betsy Casebolt, Whitney Powell, Tracy Klaes, Beth Campbell, Helen Parris, Kevin Ensley, Nicole Sweat, Emilie Householder, Amy McKinstry, Lauren Klocko, Natasha Sidwell, Amanda Ledbetter, Katherine Dare – 2 Etowah Elementary Representatives

## President's Welcome

Amanda Ledbetter

PTO signed up with EPI for fall school supplies

Playground group to meet with an architect and walk the grounds

- Etowah PTO parents here to see how we run things – Welcome!
- Ms. Fletcher is asking for cookies for Polar Express Day – Sams Club trays signs up, December 16<sup>th</sup> Christmas Movie Polar Express Day (Beth will ask for cookies 1<sup>st</sup> from Ingles prior to sign ups)
- Today was Thanksgiving Lunch – not all families knew that they could have come to each with students, not PTO's event so we did not send out invites, a school event
- EPI school supply sign up – we got the \$200 Amazon bonus gift card – we will start selling the school supply boxes in April/May - \$22 lower grades & \$54 for upper grades (includes trapper keeper & headphones) – is there an option to not have the trapper keeper? – Katherine to email & ask about taking off trapper keeper or different price with trapper keeper &&& is there an option to buy a 2<sup>nd</sup> at cost for the donation box
- Architect for Playground – need group to get together to come up with dream playground – Ms. Burwell's husband is a civil engineer & is going to draw up the designs for our playground & the picture of our dream – available Thursdays & Fridays – Nicole & Lauren already signed up for the committee – Lauren has a contact (Lindsey) for Buchanan Construction who may be willing to help – Amanda is sending around a playground committee signup sheet (meeting to be scheduled)

## Treasurer's Report

Nicole Sweat

- 1<sup>st</sup> Fall Fundraiser check has not come in yet – it will in the next week or 2
- Nicole presented budget
- STEM Lab is finally done & any other requests for that need to come through Teacher Requests
- Lauren – group met with Ms. McVey & she confirmed that the resources we spend \$ on are valuable & used by different grades at different levels & we should/will continue to pay for those & keep them in our budget
- We paid for the card reader & there is a \$35/month charge, not Square, Larissa says the credit card swiper is for the school to use but at PTO request we are paying for it – Swipe Simple CC – PTO was not notified of the monthly charge or that the school requires PTO to pay that charge
- Can Autumn/Natasha or anyone have it for our events
- \$51k BOY balance – Brought in \$6-7k (without fall fundraiser)

Vice President's Report

Lauren Klocko

12/10 Santa Sighting Event

Purchase Requests Update

- Santa Sighting – Saturday Dec. 10<sup>th</sup> – 4-6 p.m. – Releve will dance at 5:30 – Band performance, to ask about after Thanksgiving – Sign up already filled for supplies we need – Games, photo booth, spiritwear, Book Fair will be open, Ms. Fletcher to open the school, craft table (free), someone selling dessert bunt cakes – asking for donations to give to teachers to be distributed by Ms. Fletcher (school supply type donations requested) – Nicole says we need someone to manage parking (suggestion to reach out to ROTC at High School or Rugby National Honor Society OR Henderson County VIP through Sheriff's Dept. volunteers who retired & direct traffic)
- Purchase requests – Ms. Stachura is the only one who asked for something and responded to follow-up contact – Ms. Atwell did not follow up yet so no purchase

Secretary's Report

Katherine Dare

- Minutes were emailed out after the last meeting, approved? Yes – everyone got them through email & were approved
- Will send this month's meeting minutes out the same way

Spiritwear

Autumn Morton & Natasha Sidwell

- Can Autumn & Natasha order more sweatshirts to sell at Santa Sighting? Yes, we'll give them \$1,000 to purchase sweatshirts & we'll move the \$ around – they will find out for sure that they will be here by the Santa – mostly concerned about not losing \$ on another purchase, need to make some \$ or at a minimum break even, cost of sweatshirts must be above costs to PTO
- Possibly send out an order form to teachers

Volunteer Coordinator

Kacie Tilley & Betsy Casebolt

Incentives/rewards for volunteers

1/13 Duty-Free Lunch

- \$5 gift card & Book Fair signup went out – Ms. McVey especially needs help on that Friday of the Grand Event - \$5 gift cards have only 18 signed up so far, may need to figure something out if enough do not come in
- Monday, December 12<sup>th</sup> @ 9:15 we'll put together teacher gift presents
- Duty Free Lunch singups will come out & will be January 13<sup>th</sup>
- Great turn out for Family Clean Up Day – suggestions for volunteers to get a free Fast Pass drawing (nice gesture)

Dads Group

Brandon Tilley

- Brandon has 10 Dads to open doors – Too many? Do we want to limit? – they went to breakfast after last time – can we give them jobs? - don't want to limit, want to encourage participation

## School Store

Helen Parris

### Store budget

- \$729 profit – sold out of several things & need to purchase more things to sell – Mechanical pencils, key chains & squishies are selling the most, still no Smencils
- For Valentine’s Day – we’ll “buy” the Smencils from the store for Valentine’s Day
- Need more volunteers, parents & kids – possibly adding 4<sup>th</sup> graders at some point to help & teach them how to run the store

## Fundraising Committee (The Rock & Fast Pass)

Katherine Dare & Emily Householder

- The check for the fundraiser will be here within a week, take home was over \$22,500, \$5,000 more than we’ve earned in the past for Fall Fundraiser – good result
- Need to schedule a meeting soon to decide what to do about the Spring Fundraiser – Meeting will be Thursday, December 1<sup>st</sup> @ 1:00 (all welcome)

## SPAC Meeting

Katherine Dare

- Most likely we will start school August 14<sup>th</sup> for the 2023-24 school year but the actual Calendar will be voted on in March by School Board – Any questions you would like me to ask at SPAC meetings, please forward

## Staff Appreciation Committee

Amy McKinstry

- After 1<sup>st</sup> of year the big stuff will happen & planning – For Christmas PTO is arranging for (we can’t technically purchase) \$5 Starbucks gift cards to go each teacher/staff & there is a SignUp for that out now

## New Business

Amanda Ledbetter

### Read Across America 3/2

### Spring Book Fair 4/24-28<sup>th</sup> with Yard Sale on 4/29<sup>th</sup>

- Read Across America – March 2<sup>nd</sup> that’s the big day & will need help – to send out SignUp
- Spring Book Fair – will have it open on a Saturday in connection with our Yard Sale so the school will be open
- Beth will ask Ingles for 600 cookies & if they can’t donate the cookies Volunteer Coordinators will send out a singup (for Polar Express Day – last day before Winter Break)
- Friday helper for Spiritwear – do we want that? We will figure it out & ask for volunteers if we decide we’d like to sell then

## Meeting Adjourned

Next Meeting- In-person: **NO REGULARLY SCHEDULE MEETING IN DECEMBER!** Please see the specially schedule meetings listed below. All welcome.

Virtual: \_\_\_\_\_

## Workshop Meeting(s):

- Spring Fundraiser/ Business sponsor search – Thursday December 1<sup>st</sup> @ 1:00 p.m.
- Playground Walk & Talk – Thursday December 8<sup>th</sup> @ 8:30 a.m.
- Gift Card/Teacher Present Workshop: December 12<sup>th</sup> @ 9:15 a.m.