

Mills River Elementary School Parent Teacher Organization PTO Meeting Minutes

September 21st, 2023 @ 1:00 p.m.

Meeting Called to Order/Attendance

Jessica Lucas

Kevin Ensley, Kacie Tilley, Emry Trantham, Tracy Klaes, Stacey Klepp, Lauren Klocko, Amy McKinstry, Betsy Casebolt, Elizabeth Ray, Whitney Powell, Jessica Lucas, Beth Jaquez, Katie Foley, Marylou Socha, Beth Campbell, Katherine Dare

President's Welcome

Jessica Lucas

- Thanks to all who have helped and all who are here today.
- Special shout out to Betsy for Meet & Greet Breakfast. You did a great job coordinating.
- Special thanks to Katherine & Tracy for fundraiser set up in a short time.
- Spirit Nights at various restaurants – New to the area & don't know the restaurants or best places look for Spirit Night locations. Will send email out to ask for suggestions
- Activity Box in the back for kids at the meeting today.

Title 1 Presentation

Ms. Ray

- Introduction to Ms. Ray's Roles: Tier 3 Interventionist Parent Involvement Coordinator for MRS
- Not having Literacy Night this year, the upcoming Open House will take the place of that event
- Required to have certain events to maintain status. Typically, MRS holds STEAM & Literacy Night, but now we'll have this Open House (for the Fall event). Will have food trucks, presentations and a schedule will come out soon and most importantly Curriculum Night Presentation for each grade.
- STEAM Night will be in April 2024
- MRS is a Title 1 School & we receive Title 1 funding. Funding used to maintain Ms. Ray's position & all the tutors. Tier 1 is the instruction level. Tier 1 gives us the ability to provide tutors for the whole school as needed.
- How do we become a Title 1 school? In the past based on was based on free & reduced lunch applications but now that lunch is free, stay tuned. Glen Marlowe & Hendersonville Elem only schools not Title 1 in the County.

Treasurer's Report

Tracy Klaes

- This month shows some Spiritwear sales.
- School Store is already at 30% of what we expected for the year (spent 78% of budget).
- We needed to add line items under Teacher Requests
 - o Professional Development
 - o Ink for Poster Maker

Vice President's Report

Lauren Klocko

Creating new Playground Committee member list and first meeting

- Open House Event – We will have a room for our presentation. Betsy has an idea to make it a fun breakroom.
- Who is interested in being a part of the playground committee? Need to start the committee. 1st meeting & pitch stuff ideas to the kids. Nicole – Director Mills River Park & heavily involved will help. Mr. Auten has idea to get kids involved & voting.

Open School Night: PTO will be present for this event.

Secretary's Report

Katherine Dare

We'll need a back-up secretary to help with the Secretary's new work schedule.

- Emailed last month's meeting minutes previously
- Discussed this with the Board already, now coming to the whole group to ask for help. From now on my schedule is changing. Every 3rd week (not of the month), I'll be working full time, Tues-Friday, so will miss

some meetings because of being in court that week. I will be available by phone on the weeks I can't be at meetings in person, but only until 2:00 or until the Judge takes the bench. I will need a back-up Secretary to help take minutes (not sure how it will go being on the phone) if I am missing things due to being on the phone, and then from the time I need to leave the meeting until adjournment.

Dads Group

Kevin Ensley

- Open Doors – Decided to continue after the initial planned weeks. Those who can, will help.
- Fall Clean up – maybe happening, but not planned yet
- Falcon Watch – Kevin had the idea to start a program where there are Dads available when there are projects in & outside of the school to help with the kids. Dads have to get background checks for safety reasons. Administration has already approved the plan. Dads will have hats (Kevin had or will have made) so teachers will know to look for them in any situation. Purpose to keep the kids safe.

Fundraising Committee (The Rock & Fast Pass)

Campbell, Dare

Fundraising Objectives: Gym Fan, LIM, Yearly Incidentals.

- Katherine: Fundraiser starts tomorrow for students. Tracy has worked herself crazy to get this fundraiser ready in a short period of time. I already went to the Staff Meeting & handed out the Teacher Letter & a Student Packet for each to have for reference. Tracy already copied & distributed Student Packets to teacher mailboxes. Big prizes are going into the front office for display, website is getting final updates & leveled prizes have been ordered, so are waiting on delivery. I sent the general schedule out, it's just proposed. I need the most help with prize distribution, please sign up.
- Tracy explained the BINGO Boards & how to win prizes. Turn them in & we'll enter them in the raffle.
- Katherine passed out a copy of the Student Packet so everyone could read & ask questions during the meeting because they will be the ones asked if any issues come up.
- Need to decide logistics of school store with Ms. Fletcher. Kacie is handling School Store Day.

School Store

Amanda Ledbetter & Kacie Tilley

Great reception from students but not a whole lot of profit.

Spiritwear mentioned purchasing key chains, this would make a big difference in Store revenue.

- Concern that the funds are going faster than they thought.
- What if PTO bought the keychains back from Spiritwear & sell them for \$3. This would free up some of School Store's spending budget.
- MRS Stickers PTO can have for Spiritwear
- PTO – vote yes to buy the key chains from School Store, as a Spiritwear expense
- Kacie – Do you want us to change items up in the Store?
 - o General consensus from the group was it's up to Kacie & Amanda because they are there every week, know the inventory best & know what the kids buy & like
- Kacie – Amanda will decorate the store for the seasons
- Tracy – Suggestion: rotate items out so the kids don't get bored of the same things
- Idea: Possibly tour video posted to social video & to play on the morning announcements

Staff Appreciation Committee

Jaquez, McKinstry & Rusert

10/12 or 13th is first tentative appreciation event: apple cider doughnuts and apples.

- Amy:
- Email to Ms. Fletcher re: 1st 9 weeks Treat – Where to set up? not sure yet (Board Room maybe, kitchen in library possibly)
- Amy will buy donuts night before & set up the morning of
- October 12th is Fall Festival & 13th is Club Day & the final prize distribution – Donuts on the 13th

Spiritwear

Tracy Klaes

Apparel ordered, should arrive in a few weeks. Do we want to open an online store with BigFrog?

- Tracy:
- Ordered – Board approved previously
- Plan is to have Spiritwear available at the Fall Festival

Volunteer Coordinator

Betsy Casebolt

Thank you for all the donations for the PTO Volunteer Breakfast & help with Duty Free Lunch!

- Teachers had a Potluck during duty-free lunch

Open House: PTO will be there; can anyone donate cookies or beverages for our table?

- Beth Campbell – I will ask Ingles for cookies & lemonade
- Katherine & others – Do not ask for cup donations, we have tons in the PTO cabinet

Fall Into Bingo sign-up sheet went out – Please sign up for a shift or two

Snack Cart

- Cart looks low, we're sending out a monthly email to 2 grades

Leader In Me

Kacie Tilley

Open School Night (on 9/26): there will be LIM booths rep. each habit.

- Some students from Rugby Lighthouse team will be there for a booth

PTO has gifted LIM \$5,000 to support clubs and will offer support on an annual basis going forward.

- Ms. Fletcher asked for \$ for PTO to go to clubs. Board voted to give \$5,000 to LIM.
 - o Board approved that it was coming out of the LIM line item – Board discussed at length amount to approve for LIM Clubs, accountability for the spending, distribution of funds (Ms. Fletcher distributes, PTO is out once we approve passing the funds to LIM Clubs), the request for an accounting at the end of the year so PTO can have an idea for future years if the funding was the appropriate amount – Teachers & staff are not given a spending amount, the \$5,000 covers everything & is the amount for all funds to be drawn from, including the Showcase, field trips, basic supplies, travel & other requests
- 38 clubs – Ms. Socha's Club is the Lego Club & her Dad will help
- Some clubs are K – 5th, some are 4th – 5th
- Prior to PTO funding LIM Clubs this year, teachers paid for supplies out-of-pocket to run their clubs

First club is Friday, October 13th. There will be a showcase in April and it's for everyone to enjoy.

- Tracy – Do the teachers & staff still need community involvement? Want community involvement?
 - o Kacie – Not sure yet. Ms. Fletcher will ask the teachers for who wants help & let us know after the 1st club day. The idea is to see how it goes first.
- Kacie – end of April, LIM Showcase

Superintendent Parent Advisory Committee Meeting

Katherine Dare

- Notes from 1st Meeting of School Year Minutes:
- Superintendent Garrett led discussion re: Community Eligibility Provision Program (CEP). HCPS schools take part in CEP program. Every student is able to eat lunch at no cost. The district has seen a 31% increase in lunches being served.
- Sup. Garrett discussed HCPS attendance initiative "Every Piece Matters" & importance of attending school every day. Advised parents to send in documentation to the school when their child is absent.
- Feedback from the group re: the new calendar with the earlier start date – overwhelmingly pleased.

New Business

Gym Fan Quote

- Lauren – Quote came in from Mr. Auten, \$6,180.92 – Board voted prior to this to approve the purchase. Will fundraise to recover the cost (it is listed as one of the fundraising goals for this fall).

Learn to Bike Program request from Coach Starling. Does anyone have a good business sponsor or contact?

Already reaching out to Blue Ridge Bicycle Club, Hunter Subaru, Sycamore Cycles & Cross Town Velos.

- Tracy – Coach Starling found a great Learn to Bike Program. The program, 24 strider bikes, helmets & all equipment. Coach Starling sent in a Purchase Request. It's a large request.
- General Info: \$6,249 & gigantic rack to house all of the bikes. \$9,000 & \$2,000 worth of helmets. 7 – 10 year warranty on bikes. 1 time purchase.
- Working with Blue Ridge Bicycle Club may donate all helmets. Also writing letters to other bike companies to request donations. Will also fundraise because we like this program & want to support it.
 - o Kevin – Fox Racing (owner) is his neighbor – possible sponsor
 - o Tracy – Coach Starling wants 100 helmets, so each Kindergarten has their own to take home at the end of the year – other schools use hair nets & the same helmets.
 - o Coach said she might want community help to put the bikes together.

A couple requests have come up for the Purchase Request Committee, will need to schedule a meeting.

- Lauren – no fun at the meeting!
- Tracy – 3 to 5 items
- To be scheduled in an email or a text
- Board decided & will be included in the newly drafted By-Laws: \$1,000+ purchase requests will first go to the Purchase Request Committee & then come to the group for discussion & a vote.

Playground Committee

- Lauren – Will send out an email to the entire volunteer list asking for interest & then will schedule a meeting

We have Spanish translators to help with all our communications, hurray!

- Tracy – We have a go-to translator at the County Office, Bridgett is the contact. They have the ability to translate 32 languages. An effort to be more inclusive to our ESL families & not use the basic Spanish translation offered by our fundraising company.

Christmas Present Wrapping Fundraiser Idea

- Jessica – Original Idea – Store for kids to go shopping for their parents. It would be a small fundraiser.
 - o During our Board Meeting things change around when someone said, but are we go wrap them? Then People got excited. Idea is to have a Christmas Present Wrapping Party as a fundraiser. Charge a certain amount per present or per size, PTO volunteers wrap the presents for families. "All presents that are not alive." Is the group interested? (Yes)
 - o Idea: Teacher's Christmas present from PTO this year is to wrap X # of presents per teacher.

Paint the Rock

- Lauren:
- Carly Dacy is our New Person
- People need to know that you have to book in the online system 2 days out. Reason: to ensure PTO volunteers are not scrambling to collect \$ from people. Another reason a date is blacked out is because it's already booked.

Meeting Adjourned

Next Meeting: Thursday, October 19th @ 1:00 pm

Workshop Meeting: Playground Committee, TBD Purchase Request Committee, TBD
