
Lakeshore Middle School PTO

General Meeting Minutes **Thursday, July 17, 2019 @ 7:00pm** **Katherine Curley's Residence**

Attendance: President, Katherine Curley; Vice President, Torri Forbes; Treasurer, Jessica Lafferty; Volunteer Coordinator, Gesica Di Leo; Publications Coordinator (and Acting Secretary), Marisa Corser.

Meeting called to order by: President, Katherine Curley at 7:20pm

Officers Report

President: Given by Katherine Curley

- Dress code questions: PTO doesn't get involved in school policy. Redirect to the school district or to Principal Foster.
- Reviewed bylaws.
- Will be posting Meeting Minutes on social media offering parents the opportunity to see what's happening and have input. An open dialogue is important.
- Rolling volunteer opportunities – Gesica to coordinate Google docs.
- Sixth Grade transition camp: July 29th and July 30th
- Communication between PTO and School – updates to publication and transparency
- SIT Meetings – teacher meetings with Principal Foster. Board members are welcome to attend and agreed to each attend a meeting or two.
- Transition follow-up
- Open House – August 5th and 6th 5 4-6 p.m. both days (**August 5th changed to 5-7pm**)
 - Spirit Wear to have available for sale
 - Members of PTO plan to be at Open House: Katherine, Jessica, Torri, Gesica and Allison
 - Cash available to buy snacks? \$100 in hospitality budget. Katherine is going to buy candy.

Vice President: Given by Torri Forbes

Nothing to Report

Treasurer: Given by Jessica Lafferty

- Purchase of chairs for media center pending: \$5,000 (that's the maximum PTO has available to give)—33 royal blue and 33 green
- PTO has \$3,000 total to start with; rolled over year to year
- Expenses from capital fundraiser dropped (can use materials purchased last year)
- Increased honor roll expenses due to increase in honor roll students
- SIT budget dropped \$1000
- Staff Allocations – PTO has been giving teachers \$100 for supplies
- For Capital Fundraiser – goal to raise \$12,100
- Ideas we can present for how to spend on student resources:
 1. Outdoor classroom flooring (trex) and Media tables;
 2. Enhanced security;
 3. Signage – getting quote for signage to match up with Lakeshore Elementary School's new electronic sign. Need to find out if the school can offer some of this cost.
 - *Jessica makes a motion to approve the budget.*
First: Torri
Second: Katherine
All in favor, none opposed

Secretary: Given by Allison Adams (filled in by Marisa Corser)

- Followed up from previous meeting
- Board office contact info was given and will be posted on PTO website
- By-laws were signed off; Allison will file

Ways & Means: Given by Carrie Seaman (could not be present)

- One & Done tabled to next meeting
\$500 for all expenses – many reusable signs were purchased last year
- Spirit Wear – all PTO getting t-shirts
- Chik-Fil-A Spirit Nights – divide and conquer PTO presence; Carri will schedule every other month or whatever they will give us. Food credit is also available at PTO discretion.

Publications Coordinator: Marisa Corser

- Need passwords for IG, Twitter, Facebook. Get from Porter. Find out if there's a FB group as well as a Public-facing page.
- Lakeshore Middle is doing school supply kits. Katherine is getting link from Principal Foster.

Hospitality Coordinator: Carri Seaman

- Katherine get list of staff birthdays.
- Last year \$5 gift cards in a birthday card.

Volunteer Coordinator: Gesica Di Leo

- Work to update volunteer form and transcribe into Google docs
- Meeting Schedule: Second Monday of the month at 7 p.m. If it falls on a holiday, we will move it.
August 12, September 9, October 7, November 4, December 9, January 13, February 10,
March 2, April 6, May 11

Meeting adjourned by: President, Katherine Curley at 8:42pm

- *Motion to adjourn: Torri*
Second: Jessica
All in favor none opposed