

May 16, 2024 6:00 PM PTO Meeting Minutes

- Call to Order: 6:00 pmWelcome & Introductions
- Review Minutes
 - Motion to approve minutes from previous meeting:
 - Approved at 6:01 pm
- Principal's Report:
 - Upcoming Important Dates:
 - May 21st: Bike Rodeo (3rd Grade)
 - May 22: Field Day-Grades 1 and 2 (12:00-3:15)
 - May 22: PTO Skate Night (Dover Skate Centre 5:30-7:30)
 - May 23: Field Day-Grades 3, 4, and 5 (12:00-3:15)
 - May 24: 4th Grade Field Trip
 - May 27: School Closed- Memorial Day
 - May 29: Stokes Movie Night (6:45 pm)
 - May 31: Student Council Field Trip
 - May 31: Hallway Huddle
 - June 3: iReady Mobile Game Truck
 - June 4: 5th Grade Moving Up Ceremony
 - June 5: Safety Patrol Field Trip
 - June 5 and 6: PBIS Carnival
 - June 5-7: Student Half Days
 - June 7: Last student day/report cards
- Treasurer's Report:
 - Statement Dates: April 1-30
 - Checking: \$21,961.73
 - Savings: \$11,054.10

- CD: Matures in June 2024
 - Acurra would like to look at possibly moving accounts from under the district umbrella, this would allow us to change how we can use funds
 - Recommend keeping these funds under PTO (not district) since these funds are from fundraisers
- Approved: 6:06 p.m.
- Updates
 - Final PTO event of the school year:
 - Dover Skate Center (5/22/24 from 5:30-7:30)
 - Send stickers on Wednesday as a reminder
 - Kim will look into seeing if the skating rink has stickers we can send home on 5/22 with the students as well as if the mascot is available to come that afternoon/during dismissal to get the scholars excited/remind parents
 - Meeting time adjustment (2024-2025)
 - Proposed to move PTO meetings to 5 pm
 - We are hopeful that changing the time will allow more parents the opportunity to come out
 - Meetings would still be held on the third Thursday of every month.
 - Motion Approved: 6:15 p.m.
 - Summer executive meeting (TBD)
 - PTO executive board positions for the 2024-2025 school year are as follows:
 - President: Kim Phillips
 - Vice-president: LaToya Smith
 - Treasurer: Acurra Taylor
 - Secretary: Melissa Sargent
 - Reimbursement requests
 - Change how teachers/staff can request funds during the year
 - For transparency, staff members will be asked to come to PTO meetings to request funds
 - A Google form was suggested by Mrs. Cole as a way staff can request their item be put on the agenda, staff would still have to come in person
 - Funds must be used specifically for the initial request

■ Funds will not rollover to a different school year

Open Forum

- Calendar of PTO Events:
 - Put out a calendar of events early on so teachers can help at events
 - Having a calendar of events will also allow us to work in collaboration with other committees throughout the school year
 - The Executive Board plans to meet over the summer to begin working on this so we can have a PTO event calendar out as soon as possible

O Movie Night:

- The Family and Community Connections committee would like to know if PTO would like to sponsor a candy station at the upcoming movie night.
 - It was decided that the PBIS committee would do the candy station this year
 - Per Dawn Dick's request, PTO is willing to be involved in something like this during next year's movie night

• Funds Request:

- 5th grade: Moving Up Ceremony
 - Cost of shirts for fifth grade: \$554.62
 - The fund's request was approved at 6:32 p.m.
 - Motion made to increase funds for next year's moving up ceremony to \$500
 - The increase was approved at 6:33 p.m.
 - Allowed the use of funds as a one time courtesy since
 5th grade did not use their trip/assembly funds this year
 - The motion was approved at 6:35 p.m.

Art/Craft/Clay Supplies

- Mrs. Anthony didn't use the money as she originally thought she would for paint night
- Would like to use the money from 2022-2023 to help purchase clay and glaze for Fall 2024-2025. Requested \$291.75 for clay purchase in the fall
 - The motion was approved at 6:45 p.m.
- Rolling of funds

- In the future PTO funds must be used during the present school year
 - The motion was approved at 6:46 p.m.
- o Parent Compact/School and Parental Involvement Policy Reviewed
 - Parent Compact
 - Change wording from contacting the school to contacting my child's teacher or the school
 - Help establish communication between parents and their child's teacher.
- Meeting Adjourned: 6:47 p.m.

Next meeting TBD for 2024-2025 School Year