



PTO Meeting Minutes - 08/13/2024

Attendees: Cara Nether, Caleb Walls, Rachael Panian, Carrie Devlin, Brenda Manzelli, Joe Panian, Katie Cory, Racquel Akerly and Tonoa Manuel

Admin: Amy Tracy and Franky Wade

Agenda Highlights:

1. School Calendar & Events:

- a. Participants reviewed Back to School Night/Carnival Open House and received valuable feedback from parents and the Admin Team.
- b. Discussed upcoming events for the year.
- c. Amy requested to join the September meeting to discuss SAC with families.
- d. A Fall Festival Committee was proposed and agreed upon. A follow-up email will go out the week of August 19th for those interested in helping plan and execute the event.

2. Leadership Updates:

- a. Departures: Announced the departure of Courtney Wimberly, Sarah Paul, and Cherrie Buskohl.
- b. AD HOC PTO Development Committee: Discussion on forming a new committee going into effect as of the new school year, with Tonoa moving into an advisory/chair role to help the PTO become self-sustaining with parents in key leadership roles. This decision was made unanimously by the AACSB School Board.
- c. Leadership Needs: Need for a President, Secretary, and Teacher Liaison. A call for nominations will be made, followed by a vote from the PTO.

3. New PTO Responsibilities:

- a. Skate City Nights: Cara Nether will lead this initiative. Dates have been approved by Admin, and Tonoa will send further details to Cara. (Sept 26th, Nov 20th, Jan 23rd)

and April 30th)

- b. Restaurant Nights: Holly Brockway will lead, with support from Nicole Curnow. Planning is underway, with meetings scheduled for this month.
- c. Uniform Store Overhaul: Carrie, with support from new KG parents Genese and Kelsey, will lead efforts to organize and revamp the store by Fall Break.

4. Parent Involvement:

- a. Emphasized the importance of strengthening the connection between parents and teachers.
- b. Discussed volunteer hours and clarified the purpose of PTO and our school's charter status, with insights from Racquel, the School Board President.
- c. Discussed the need from Classroom Parents and how that support can and will roll up to support PTO

Next Meeting: September 10, 2024 at 8am in the Cafeteria

Tasks to Be Completed or Already Completed: (Please note that if a task is struck through, it has been completed. For tasks that are not yet completed you will note a deadline for completion or a TBD so that we can request support from Admin.)

- a. Send a follow-up email the **week of August 19th** to recruit volunteers for the Fall Festival Committee.
- b. Organize the first committee meeting for planning and execution of the Fall Festival - **by 08/26/2024**
- c. Issue a call for nominations or suggestions for the positions of President, Secretary, and Teacher Liaison - **TBD**
- d. Prepare a process for voting on these roles by the PTO - by Sept 13th (Tonoa will meet with Amy and Racquel to support in this process - Email for meeting will be sent by **EOD 08/20/2024**)
- e. ~~Tonoa to send detailed correspondence to Cara Nether regarding approved dates and further instructions.~~
- f. ~~Holly Brockway to coordinate with Nicole Curnow and schedule a planning meeting for this month to organize Restaurant Nights.~~
- g. Carrie to lead coordination efforts with Genese and Kelsey to organize and revamp the Uniform Store by October 11, 2024
- h. ~~Confirm Amy's attendance at the September 10th meeting to discuss SAC with families.~~

- i. Plan the meeting agenda to include a space for parent engagement during Pastries with Parents/Grandparents. - **09/03/2024**
- j. ~~Ensure all necessary materials and invitations are prepared for the next PTO meeting on September 10th at 8am in the Cafeteria.~~