

PALM VALLEY ACADEMY PTO GENERAL MEETING MINUTES

DATE: March 11, 2019

LOCATION: PVA Cafeteria

MEETING CALLED TO ORDER BY: Jill DAmato

TIME: 9:11AM

ATTENDANCE: 16 members, 0 non-members and 7 board members

MINUTES: Approval of February 2019 meeting minutes postponed

- 1.) Review Meeting Minutes
 - a. Meeting Minutes delayed getting posted online so vote for approval delayed
 - b. Remind Attendees that meeting minutes are posted on the PTO website for reference
- 2.) Quorum met
- 3.) Old Business Updates
 - a. Master Calendar Upcoming Events
 - i. PVA Basketball – Faculty/Staff Game vs Freedom Crossing 3/12 @6PM (NEED VOLUNTEERS)
 - ii. Spring Break – March 15-22
 - iii. Goodwill Bag It Up – March 27-28
 - iv. FSA testing begins in April – no volunteers other than proctors on those dates
 - v. PTO meeting – April 15 – board elections and volunteer fair before/after
 - vi. Teacher appreciation week – April 22-26 – Halina Miller presented on the fun activities throughout the week for all staff/teachers coordinated by the PTO. The theme is “You Mean the World to Us” and everything has an international theme. Activities include food truck for breakfast, spa day, dessert bar, etc. The committee will be requesting various denominations of gift cards that will be given to the teachers as gifts throughout the week and assistance with making appreciation posters. A Signup Genius will be sent out shortly so be on the lookout. Room parents do not need to coordinate anything specifically for their teacher(s) b/c all will be included in these activities.
 - b. Playground Expansion project – shade and playground equipment installed, pavement poured, umbrella and benches installed for sitting area, awaiting painting of K-2 and 3-5 playground concrete 4 square and hopscotch
 - c. Collaborative Art Installation complete and available for viewing in the PVA cafeteria!
- 4.) New Business Updates
 - a. Motion made to pass the bylaws amendment. Seconded. Unanimously passed. Bylaw amendment includes setting a 2-year term for the Treasurer position and staggering terms for Co-President and Co-Treasurer.
 - b. Nominating Committee chair (Kim McGowan) reported on nominations for open board positions. Took additional nominations from the floor. Elections for each position will take place at the April 15 PTO general meeting.

- c. Bobcat Bolt Kickball game with O'Keefe and Strom for those that had donations reaching a certain level for the Bolt – scheduling still to be finalized, but targeting May 14 and 15
- d. Treasurer Report– Money Market Account established, and some funds transferred to increase our interest %. The PTO sets aside \$100 per lead classroom teacher, resource teacher, and ESE teacher per year in the form of mini-grants. Mini-grant applications received for some teachers, but many of the teachers have not yet taken advantage. Reminders have been sent several times. Deadline for application submission is May 1.
- e. Art to Remember – in progress. Order forms will be sent home on 3/27. All proceeds will go to the art program.
- f. Ms. Richardson Meeting Highlights –
 - i. Field trip shirts with different color per grade will be required for every student next year
 - ii. School Supplies list are finalized, no kits for upper school (PTO intends to create an Amazon list instead so people can utilize Amazon Smile to send a % back to PVA), planners will be sold separately and are required for 2nd-7th graders. Different planners for younger versus older students
 - iii. Scholastic – finalized magazine requests by grade, sunshine state book request, and class book set requests. Requests provided for Kindergarten through upcoming 7th grade so all grades are covered for next year. PTO currently has 23K Scholastic \$ from the fall and spring book fairs which will be utilized to purchase these various requests. Thank you for supporting the PVA book fairs! These are your dollars at work!
 - iv. Key budget items to consider for next year's PTO budget – Raz Kids/Live School/Mastery Connect subscriptions, Professional development/Capturing Kids Hearts for teachers, Laminator, Swings (2 bays), security along the fence line (i.e. screening for fence so the fence line is opaque facing Nocatee Parkway), and Student Advisory Council (SAC) funds. The school will allocate funds for bulletin boards throughout the school and additional folding chairs.
 - v. Kindergarten socials – tentatively set for July 8-10 from 9:00-10:00AM. One session per day for rising kindergarteners and their families to come see the school, meet the teachers, and get oriented.
 - vi. Wear Green / Bring Green for a greener world campaign – The school wants to get 3 hydroponic towers to give kids the opportunity to learn how to grow vegetables and other plants. Students will be able to wear green and are asked to bring in donations for the towers on Earth Day, April 22.
- g. Spring Fun Fest Highlights (open discussion among attendees)
 - i. Everyone seemed to have a good time – great energy
 - ii. Auction
 - 1. Might consider putting auction in a separate adult-only event or downsize it for easier logistics.

2. Another suggestion was to have an app that allowed people to bid online even if they weren't at the event. The cost of the app may be a limiting factor.
 3. Last minute need to move the auction inside due to extreme wind blowing baskets off tables outside created some confusion with attendees.
- iii. Volunteers
1. Requested volunteers from Nease and PVHS National Honor Society, Cheer, and Football but had limited response. Consider Choir or other groups for next year. Anyone with contacts for these groups, please send the information to president@pvapto.org.
 2. Requested volunteers from Del Webb ladies group, but no interest. Will continue to try that next year as well.
 3. Send communications to the high school parents via Nextdoor, FB, etc to let them know that opportunities for service hours exist. May get more participation
 4. Request teachers to help at the event
- iv. Activities
1. Will call for wristbands worked well but too few pre-ordered so long lines to get wristbands. Promote pre-orders more for next year. Potentially have discounted ticket prices for early purchase. In addition, determine way to incorporate preschool bands into online purchase options to avoid families standing in line for preschool band when others paid for.
 2. The face painters were amazing.
 3. Lines for the various activities were long, especially the dunk tank so consider adding more activities. Ideas included:
 - a. Hiring additional face painter / balloon artist
 - b. Having a grade sponsor a carnival game booth and man it
 - c. Have National Honor Society at the high school sponsor a game and man it
 - d. Incent the upper school students to create and man a booth by giving Live School points for helpers
 - e. Have parents volunteer to make the game to give to the Partners in Education to run
- v. Event Date
1. Consider scheduling the Spring Fun Fest the weekend before the book fair at school versus the weekend after
 2. Had to move the event to Friday this year based on Spray park opening. Saturday would likely have been better for everyone's schedules.
- h. Volunteer Fair – several open positions with opportunities for everyone. Stay after the meeting to find out more or come to the volunteer fair before or after the April 15 PTO

meeting. If neither works, contain volunteers@pvapto.org and the Volunteer Coordinator, Loren Wyatt, can help find an opportunity that fits you.

- i. Guest speaker – Ian Aguilar – Planning for Your Child’s College Education Fund – Was unable to attend as planned due to a personal emergency. Will be giving a seminar on the same topic on Sunday, March 31 from 2-3:30PM at Marsh Landing Clubhouse. PVA parents are welcome to attend. RSVP by calling 904-273-9850 or emailing ian@BandCfinancial.com.

ANNOUNCEMENTS:

Next general PTO meeting is Monday, April 15 @ 9:00 AM.

MEETING ADJOURNED AT: 9:58 PM By Jill DAmato

MINUTES COMPILED BY: Jill DAmato, PTO Co-President