

PALM VALLEY ACADEMY PTO GENERAL MEETING MINUTES

DATE: October 7, 2019

LOCATION: PVA Cafeteria

MEETING CALLED TO ORDER BY: Jill D'Amato

TIME: 9:05 AM

ATTENDANCE: 16 members, 1 non-members and 4 board members

- 1.) Call to order
- 2.) Establish if quorum is present – YES
- 3.) Review of meeting minutes from October meeting
- 4.) Old Business
 - a. Upcoming/Recent Events
 - i. Spirit Night @ Whit's – October 2
 1. We had Spirit Night at Whit's on October 2. We have another one on November 5 at Pieology.
 - ii. Book Fair – October 3 – 11
 1. Book Fair is extended now to include two pieces: both lower and upper school. Email us if you have questions or need a copy of the schedule. presidentpto@pva.org
 2. A significant portion comes back to us (~70%). It allows us to purchase Sunshine State books, reading levels for K classes.
 - iii. Volleyball home games – October 10 + 22 (spirit store at both)
 - iv. Yearbook Pics – October 18
 - v. Box Top Deadline – October 24
 1. Clip, Scan make it happen!
 - vi. Red Ribbon Week – October 28 – Nov 1
 1. The website and Facebook page lists the different themes each day.
 - vii. Spirit Night @ Pieology – November 5
 - b. Palm Valley Academy's PTO wins The Golden School Award for Exemplary Volunteer Program in its Inaugural Year. We logged 16,000 hours of service.
 - i. Thank you so much for your time and energy!
 - c. Field Trip Shirts – distribution status, purchase availability at Fall Family
 - i. Distribution should've been finished as of Friday. Please email presidentpto@pva.org. You can purchase planners and field trip shirts at Fall Family night.
 - d. Upper School Dance
 - i. It was an amazing glow party. There were about 375 out of 450 students who attended.
- 5.) New Business
 - a. Resource Grant Funds
 - i. We do have resource grant funds for every resource teacher in the building.

- ii. We have two programs for art fundraising: (1) Artome – jazz band/art night on November 21. The kids artwork will be displayed in frames for purchase. (2) Art to Remember – in the spring.
 - 1. All of the funds from these two nights go to art program.
- b. Fundraising
 - i. Membership Update (Sherin)
 - 1. There are 476 members.
 - 2. There is a list of PTO members that qualify for tickets to athletic games at the home sporting events.
 - 3. Parking spots are pulled monthly.
 - 4. Collaborative art has begun.
 - 5. There will be a membership table at Fall Family Night.
 - ii. Partners in Education (Jennifer)
 - 1. Spirit Night
 - a. We have made \$237 so far.
 - b. One idea for a smaller spirit night is to order pizza at your neighborhood park.
 - c. Tijuana Flats in December and hoping for Urban Air in January.
 - iii. Apparel/Gym Uniforms (Viv/Kim)
 - 1. There are several that were pre-ordered that were not picked up.
 - 2. New uniforms are delivered weekly by the PE coaches.
 - iv. School Marquee / Birthday Book programs
 - 1. School Marquee: The sign on the front has birthday messages, and you can sign up for the slots on the PVA PTO website (<https://www.pvapto.org/>)
 - 2. Birthday Book Program: The child gets to pick their own book, place a label with their name and it goes into the permanent collection. If your child had a birthday book ordered at the beginning of the year, it is behind due to resource scheduling, but there is a plan to get caught up.
- c. Other Committee Updates
 - i. Fall Family – October 11 @5:30-7:30PM
 - 1. We have done some things to help with space and crowds. We've added more food trucks in the back. There are more obstacle courses. The partners in education have games at their tables.
 - 2. Raffle tickets for sale at lunch (10/9-10/11) for silly stringing of Strom/Richardson.
 - a. Students have the opportunity to silly string Mrs. Richardson and Mr. Strom. Students can purchase a raffle ticket for a chance to win the opportunity to do this.
 - b. Cash or Check (made out to PVA PTO)
 - c. 20 winners will be selected Friday.

3. Fall Family night includes: Activities; obstacles + ninja course; food trucks; DJ; sports team announcements; Grace Conservatory dance performance; pumpkin contest; membership gift pickup; field trip shirts + planner purchase; spirit wear.
- ii. Bobcat Bolt - November 7 (Lower School) and November 8 (Upper School)
 1. This is our fun run. It is split into two days: November 7 (Lower School) and November 8 (Middle School Color Run)
 2. Survey results:
 - a. What makes it fun for the kids?
 - i. 60% - have fun with their friends
 - ii. 30% - like to know how far they run
 - b. 80% of parents said no shirts for Bolt. Middle schoolers will have shirts for the inaugural color run b/c 1) we had existing inventory of white shirts that we could use and 2) we are uncertain of the level of mess and what impact it will have on personal clothing.
 3. Priorities for spending
 - a. Top 4 in order of 1st to 4th
 - i. Shaded picnic area to serve as outdoor classroom for all or earned lunch area for upper school students
 - ii. Hardware (devices [laptops and iPads])
 - iii. Landscaping for Nocatee Parkway/WindScreens
 - iv. Extra Activity Court
 - b. Funding Goals
 - i. We made \$119K last year
 - ii. Total required for a and b this year - \$110K
 - iii. Total required for a, b, and c this year - \$140K
 - iv. Question: Has there been any discussion with the county about getting funds from them due to security issues? We are not in discussions with the county; however, there may be a possibility of the PARC group / CDD assisting. We still need to work through the details.
 4. PPOF process
 - a. There is a long process to gain approval for spending projects. We have to get all of the quotes together and submit with the layout to the PPOF, a district committee, for review/approval. The PPOF meeting is October 16. If they say yes, then it goes on the agenda for the board. The earliest we will get approval is December. The earliest anything will go in is at the beginning of 2020, assuming approval is received the first round.
 5. School Goal - \$110K, Stretch - \$140K
 6. General Flow of event

- a. Lower School
 - i. Wear field trip shirts for lower school students
 - ii. There will be pit stops around the outer perimeter for each class. If a student wants his/her lap counted, the student will stop in their pit stop and their lap will be checked. Those will be submitted on Bolt day, and they will get key chain medallions for a given number of laps
 - b. Upper School
 - i. Students wear the white shirt provided as well as the sunglasses that will be provided.
 - ii. No lap counting, but color will be thrown for a fun twist to the run. Students will run with their 7th period.
7. Prizes announced soon. We are finalizing them now.
 8. RSVPs for attendance
 - a. There will be the same process as last year. Field Access Only. You can't get in the building. You must RSVP with your legal name and they will pre-clear everyone ahead of race day. If you do not RSVP, it will take you a lot longer.
 9. Pledge Entry Volunteer Needs: Need volunteers that can assist with data entry for cash/check donations. If individuals can come for more than one day, that is preferred so efficiency is improved.
 - a. October 28 – November 8 volunteers are needed for data entry from 10:30 – 12:30 every day.
- iii. Treasurers (Purvi/Jilian) – mini grants, general updates.
 1. There were 24 mini grants submitted already. Please talk to your teacher to see if they've used it yet. They can get the form on the PVA PTO website. <https://www.pvpto.org/Forms>

Next Meeting is November 4 at 9 a.m.

MEETING ADJOURNED AT: 9:40 AM By Jill D'Amato

MINUTES COMPILED BY: Anne Chance, Recording Secretary