

Palm Valley Academy PTO

General Meeting Minutes- September 19, 2022- 9am

1. Meeting called to order by Beth Gassner at 9:06am
2. Establish if quorum is present: quorum is met: 27 members present in person, 5 members present on zoom, 1 non-member present in person and 1 non-member on zoom, Board members present: Beth Gassner, Aimee Moore, Anne Powers, Heather George, Jessi Carbee on zoom
3. Welcome- Review of agenda
4. August meeting minutes approval: Beth made a motion to approve August meeting minutes. General members expressed concern that they had not had a chance to review the minutes. Beth advised members they are posted on the PTO website. Motion was tabled until next meeting so members have a chance to review posted minutes.
5. Partners in Education update: Bev was not able to attend meeting. Aimee gave PIE update. \$45,000 in revenue to date. New partner joined at the leaders level- Saint John's Pediatric Dentistry. Currently 6 Hereos, 4 Leaders, and 10 Supporters. Bev has gotten supporters to cover Character Counts winners prizes. August winners got a Clean Juice gift card. School is still providing Character counts sticker, and new this year will provide water bottle sticker for each pillar. Brain Balance will be sponsoring book fair this fall. Sponsor, Cara Ferreira attended the ice cream social on 9/16/22.
6. PTO Board and Committee Updates: Beth discussed open president position- per bylaws if there is a vacancy in the president role, president elect fills the duties of that position. Beth as president elect will assume duties of the president but stay as the president elect role. Open Secretary position- bylaws say the president can appoint someone into that position with board approval, but the current board feels we should open the position to nominations and elections. Normally the election process is three months, but the board feels it is best to do this over one month to get someone into the position as soon as possible. Nominations will be open today for secretary positions. Email elections@pvapto.org

Committee Chair Position Currently Filled:

- Volunteer Coordinator: Amy Stellwagon
- Partners in Education: Bev Ardibili
- CAT Art Chair: Katie Berseth
- Hospitality: Laura Freeman
- Teacher Appreciation Week Co-Chairs: Jessica Dareneau and Alli Thomas
- Book Fair Co-Chairs: Sabra Sanchez and Viviana Cardona
- Holiday Shop Chair: Jodi Wojtowicz

Committee Chair Position Vacancy:

- Apparel *train to start in April
- Fundraising *train to start in April
- Membership *train to start in April
- Elementary Family Events
- Bobcat Bolt
- Middle School Bobcat Bolt/Glow Run

Email at volunteers@pvapto.org

6. Treasurer update: As of 8/31/22 Balance \$187,268. Estimating \$19,395 in reserve for next year. Fundraising: \$1,008 from pride rock. One week left still available 2/27. Please do not use glitter or jewels on pride rock. Little Caesars 119 kits sold as of Friday with \$714 made. As of today 126 kits have been

purchased. Little Caesars will run till the end of the month. Amazon Smiles- shopping on amazon earned \$288. Amazon smiles is delayed so this is from quarter one. Bookfair- 10/5-10/14. Flyers will be going home later this week. Volunteer signup coming later this week. Holiday Shop-Secret Santa shop for kids to shop for friends and family. Price point is .25-20\$ Tentative dates 11/28-12/7. Upcoming Holiday spirit store opening November 1st. Goal is to have everything picked up before holiday break with new designs. We will not do purple or teal because of PIA colors. Member requested gray color shirts as well. Looking to add spirit nights at local restaurants and possibly one more consumable item such as cookies. Any ideas can be sent to the treasurer.

7. Membership: As of 9/17 \$22,790 revenue from membership. \$22,500 budgeted for membership. 272 members: 14 staff, 160 bronze, 48 silver, 77 gold, 16 platinum, 11 Bobcat of the year. Membership Incentives: The board did not meet to discuss the current incentives before they were presented. Expense: \$4,640 needed to meet the current incentives as promised, as membership numbers stand today. In the August board meeting incentives were discussed, and as a board we decided that we did not feel this was the best use of our funds. The incentives have not driven membership numbers up at a rate that will cover the expenses. Options presented to members: 1. Continue with incentives as promised. Will need to add addition \$5k to cover cost. This money will come from some other area to be decided by the board. Most likely from events funds. 2. Using the funds we have in our budget. Raffle off Brazos family four pack, principal of the day, live school points, and paws points. Incentives will be offered to everyone or no one. Treasurer reiterated that membership is seen as a donation to the school. Question from member- where will the money come from? Aimee stated that she is unsure of what the line item the money will come from at this time. The board will have to discuss options. Member question- Can you send an email to members at those levels and ask them if they want to void their yearbook? That is an option. Member question- Can we pull the money from reserves? Aimee stated that she is hesitant to do that because of the amount projected to come in from fundraising. Member question- Where do you (Aimee) think funds should come from- Aimee stated that she did not approve the incentive decision and doesn't think we should pull from anywhere. Questions from the chat-Can you raise the membership rate to cover the discount? Can but not enough to cover it. Beth makes a motion to vote to send out an email today to cut off the incentive as of tonight at midnight and honor the incentives as written. 12 in favor in the room, 2 in favor on zoom. Second motion to vote- not uphold the incentives 8 in favor. We will uphold the incentives. Will pull the incentives as of tonight. Board will draft an email to send out to all members today informing them of that incentives end as of today. Will also let members know they can forgo their yearbook and give that \$30 back to the PTO.

8. Middle School Update- Heather George

Speaking with admin there will be room parents for homerooms for middle school. They can signup at Curriculum Chat or email if interested in that position and wont be attending chats on the 21st. Dedicated room parent will help with organizing gifts, needs and info. Will only be handling parents in that home room. Member question- Will the room parent communicate needs with all parents with students of that teacher or just the homeroom? Heather said that if it is a bigger financial need they can send the info out to all parents. Anne Chance, member, suggested backloging birthday gifts we missed already this year. Member asked if we could possibly bring back Bobcat Brigade next year. Heather answered that this is better because it is not anonymous. Bobcat Bolt is a glow run this year for middle school.

9. Elementary Events: Ice Cream social on Friday had over 300 people attend and we received positive. Immediate need for Bobcat Bolt coordinator- Bolt tentatively scheduled for 2/7 and 2/9.

10. Volunteer Update- Amy Stellwagon working on getting room parent info from teachers. Will scan in teacher wish lists. Volunteer training will be sent out as a video this year.

Upcoming Events: Book Fair 10/5-14

Next meeting: Oct 24th

Holiday Shop-November 28-December 7th

Bobcat Bolt- February 7-9th

Picture Day- October 5-14th

Questions: Will pto be offering house shirts? Pto not offering but school will be offering at some point through PBIS

Meeting Adjourned at 10:55am

Minutes prepared by Anne Powers, VP of lower school