

Little Mountain Elementary PTO

Minutes

October 28, 2014 4:30 pm

Attendance: Leon Fulmer, Gwen Davenport, Jean Barnes, Jaime van Zadelhoff, Kim Mack, Shannon Cromer, Mike Morales, Lynn Livingston, Casey Willingham, Susan Dawkins, Jana Livingston

Leon Fulmer convened the meeting at 4:30. Minutes from the previous meeting (September 23) were discussed and approved.

Officers' Reports

President: The October 9th PTO meeting and Pro Kids Show was a well-attended event.

Treasurer: Jean Barnes reported that the current PTO account balance is \$23,288.94. This balance includes the profit from the Charleston Wrap Fundraiser (see Fall Fundraiser Update below).

Principal's Report

Mrs. Mack shared a sales flyer and asked for the PTO Board's input regarding a school "Spirit Wear" fundraiser. Proceeds from this sale would support LME's fundraising efforts for Relay for Life and The March of Dimes. Order forms will go home soon in order for families to receive items before Christmas.

Fall Fundraiser Update

- Total sales from the Charleston Wrap Fundraiser were \$35,729.00. This total includes items ordered from catalogs and items ordered from the Charleston Wrap website.
- Total profit from the Charleston Wrap fundraiser was \$15,028.00.
- Each classroom teacher will receive an allotment of 10% of the profit generated by her students. To spend this allotment, teachers will submit orders to Mrs. Folk.

Unfinished Business

- American Education Week-November 17-21-
 - The PTO will provide lunch and coverage for lunch and recess duties on Friday, November 21. The office will get lunch orders from teachers and call in the order. Mike Morales will pick up orders at 10:10 and at 11:15. The PTO will provide paper products and drinks. PTO members will set up tables and chairs for the lunch after school on November 20.
 - Volunteers will be needed for lunch/recess coverage from 10:20-1:10 (8 volunteers) and to provide desserts (5 volunteers). An email will be sent to request volunteers to all PTO members who submitted an email address.
- School Sign- Mrs. Mack brought several examples of school signs for review. The sign designs that Mrs. Mack proposed meet the Town of Little Mountain's ordinance for signs. The PTO agreed to continue to pursue the purchase of a brick encased, two-sided sign with a changeable message board. Mrs. Mack will contact sign vendors, and will provide the Board with prices and options at the November 18 meeting.

- Sweetheart Dance-February 6- Mike Morales will contact djs about providing music for the dance. Crystal Crouch will be available to take pictures of students and families who wish to purchase pictures. The PTO will provide lemonade and popcorn, so volunteers will be needed to prepare and serve these items. An email requesting volunteers will be sent in January.
- Family Skate Night- Friday, May 15, 2015-6:00 pm-8:00 pm.- Celebrations Skating Rink, Leesville- The PTO will host this school-wide event. PTO covers the cost of the rental and skates for all LME students and family members. Pizza slices will be available for purchase. Cookies, lemonade and water will be provided by the PTO.

New Business

- Volunteer Email Address Request- 68 families responded to the request for email addresses (sent home with students on October 15). A distribution list will be created with these addresses, and emails will be sent periodically to request volunteers for various events, and to update members on PTO business.
- PTO gmail account- a PTO gmail account (littlemountainpto@gmail.com) has been established to provide a central point for communication to and from PTO members. PTO minutes, agendas, and other documents will be stored in the Google Drive connected to this account.
- Administrative Professional Day- April 22- The PTO will honor LME's Administrative Professionals in April. Plans for this day will be discussed at an upcoming meeting.
- Staff Christmas Gift- The PTO will purchase a Spirit Wear item (from the upcoming Spirit Wear fundraiser) for each staff member as a Christmas gift.

Announcements

Next meeting is November 18, 2014 at 4:30 pm in the Little Mountain Elementary Conference Room.

Meeting Adjourned At: 5:40 pm

Minutes Compiled By: Shannon Cromer, Little Mountain Elementary PTO Secretary