



New Kent Elementary PTO

PTO Meeting Minutes

Meeting Date: March 19th, 2024 **Location:** NKES Cafeteria

Approval of January Minutes

- Melissa Hummel made the motion to dispense with reading the January meeting minutes
- Brittany seconded the motion
- Melissa Hummel made the motion to approve the January meeting minutes.
- Jarmila Poorman seconded the motion

Principals Report- Dr.O'Dea

Thank you for the incredible support and enthusiasm you've shown our students and staff. Your dedication has brought a series of successful and joy-filled events to our school, enhancing the learning environment and strengthening our community.

Thank you for the Flying Squirrels visit, which brought so much excitement and energy to our students. We can't wait to celebrate at the game together! The Woot Woot Wagon was a fantastic way to celebrate and appreciate our hardworking staff, and your efforts to stock the lounge have not gone unnoticed, making it a place each of our staff members can look forward to a treat as needed.

The PTO workshop is giving our teachers the one thing they always report they need more of - time! Bingo for Books was, as always, a hit with the kids, igniting a passion for reading in a fun and interactive way. It was our biggest turnout yet! And let's not forget the Book Fair, which was a tremendous success, encouraging our students to explore new worlds through reading.

What a busy and fulfilling month it has been! Your support plays a crucial role in making these events possible, and I want you to know how much we appreciate your time, energy, and dedication.

Looking ahead, we are excited about the upcoming Field Day, a highlight for our students every year. Please remember to RSVP for this year's event. T-shirts will be sent home on 3/22, and it's important to note that students can only attend the field day designated for their grade level.

Once again, thank you for everything. Your involvement and support make a world of difference in the lives of our students and the broader school community.

Committee Reports-

A. Beautification- Jordan Wingenbach

- 1) Beautification committee has purchased a new “Kind” banner that is hanging in the cafeteria. The Kind banner is missing the “I” in kind so that students can stand in the “I’s” place and be the I in Kind for a photo.
- 2) Homestead garden has generously donated flowers for our front flower pot and Jordan and Candace Dickerson have planted them all. They are also working with Mrs. Hill on having 5th graders frequently water the flowers.
- 3) The rock garden is getting two new bushes planted this spring and will have the donated green bench (that is currently located by the front doors) moved to the garden. This will ensure better use of the garden and give the counselors, teachers and students a place to sit and talk in the garden. Brittany Gutierrez will also be placing more rocks in the garden as soon as they are sealed.

B. Yearbook- Laura Richards

- 1) 151 Books Sold- We have raised \$711.94 from current purchases. Will do another promotion post this week and a reminder post. Dr. O’dea has been including it in her weekly email, but may need another flyer to go home. Personal Pages must be completed and submitted by APRIL 15!

C. Staff Appreciation- Laura Richards

- 1) February's Treat: Woot Woot Wagon Drink Surprise
Dr. O'dea requested some fun reusable cups with lids. We provided those, some fun teacher themed stickers, and various sodas, sparkling waters, etc. to choose from. Did this in the afternoon which seemed to be a hit...an afternoon pick-me up.
- 2) March's Treat: Monday, March 18. "We Cereal-sly Appreciate All that You Do". Breakfast options for staff that included various cereals, cereal bars, yogurt, granola, and fresh fruit trays.
- 3) Staff Appreciation Week- May 6-10 Adventure/Road Trip Theme
- 4) **NKES Snack Cabinet Update - \$1000 approved last meeting:**
Cabinet was ordered and assembled. It has been stocked and placed in the Old Laminating room in the library. Laura Richard's mom (Faye Lewis) donated a little mini fridge to this project. Sarah (the social worker) is on maternity leave, but Laura will be checking on the cabinet and keeping it stocked. Staff has been notified that they can send students to this area OR go and pick up some snacks to have in their room for students who need them.

D. Spirit Nights- Melissa Hummel

- 1) Don Miguel- \$200
- 2) Pizza Hut- \$47.67
- 3) Third Base Grill- \$265
- 4) Richmond Spiders- \$124
- 5) Vega Values- \$235
- 6) Daily Fix- \$94.85

E. Stock the Lounge- Jarmila Poorman

Has been going so much better this year with Dr. Odea sending out the weekly emails and including the amazon link for these purchases. Jarmila goes in twice a week if not more and fills up a cart with snacks and includes the little thank you notes some parents have included with the purchases.

F. Spirit Wear- Brittany Gutierrez

Now online! Brittany will also be making a flyer soon for online purchases and will include an option to purchase online and pick up on Field Day!

- <https://spiritwear-66729.cheddarup.com>

G. Book Fair- Erin Begonia and Maggie Settlemire

The book fair went well, lots of volunteer help and 5th grade help. Total sales were \$18,541.55. We spent \$2,416.61 in Scholastic Dollars that we had from last year for classroom teachers and the library. Split profit between cash and Scholastic dollars – we ended up making \$2,800 in cash and 3,066 in Scholastic Dollars.

Will be confirming fair dates for next school year soon but plan on doing a mini book fair on the two days during open house and then the same week of March 2025 for our big spring book fair!

Treasures Report- Brittany Gutierrez

Bank balance - \$31,342.28

Old Business-

A. Valentines Grams- \$473.00

B. Flying Squirrels Assembly/Bookmarks

We had an amazing assembly to kick off reading month and even got a visit from Nutsy! Bookmarks are due Friday March 22nd and parents can purchase their tickets for the June 5th game at: <https://fevo.me/nkes2024>

C. BINGO for Books

We had a record number of people show up for BINGO for Books and will now better prepare the cafeteria for next year with extra tables and chairs and will also order more pizzas to sell by the slice. Everyone seemed to love the event and loved the staff calling out each round. The online board was also an amazing new update! Bingo concessions - \$453.61

New Business-

A. Board Positions

PTO President Lauren Paone, VP Melissa Hummel and Treasurer Brittany Gutierrez will all be re running for their board seats. If anyone is also interested to run for one of those seats, please let a board member know by April 19th! We do currently have an open seat as the PTO Board Secretary. We would love to have a fourth join us and we could use all the help however we have such a strong team of committee leads the board feels as though we can cover that opening if it is not filled. If that is the case, we will just need to update the bylaws and vote on the changes. The bylaws may need to change due to voting purposes and only 3 members as right now the president does not get a vote.

Committee leads listed below will all stay the same for the most part. Harley Blair however will now also be taking on the lead with community partners along with still handling our Outreach committee. Laura Richards is also seeking help with her two committees and would love for someone to CO lead them with her. She leads the yearbook and the staff appreciation committee. If you are interested, please reach out to a PTO board member or Laura Richards.

We are also looking for help with our Spirit Nights and our Spirit Wear. More info will be shared soon about these committees.

Yearbook & Staff Appreciation	Laura Richards
Staff Lounge	<u>Jarmila Poorman</u>
Staff Appreciation Days	<u>Erika Durette</u>
Book Fair & Holiday Shop	Erin Begonia
Book Fair & Holiday Shop	<u>Maggie Settlemyre</u>
Beautification	<u>Jordan Wingenbach</u>
Outreach & Community Partners	Harley Blair
Fall Festival Silent Auction	<u>Remle Sherman & Kristel Lamp</u>
Fall Festival Spooky Sprint	Cathy Day

B. Volunteer Policy Update

Nothing has changed with our volunteer policy we would just like to remind our volunteers that when they are volunteering at events like Holiday Shop and Book Fair, they have to stay at those event locations. If they would like to go somewhere else in the school or bring their own child to the event they need to go to the front office and have the office call them out, or sign out and sign back in to the new location you are volunteering in. We will now be giving the office a list of our expected volunteers for the day so they know who is supposed to be coming to help and where they are supposed to be along with reminding each volunteer when they sign up of the security policy.

C. PTO Workshops

The staff is loving the new PTO workshops that we are now having once a month to help them. Dr. Odea and Lauren are trying to work out all the little hiccups and make adjustments to these workshops so that our volunteers can better utilize their time and assist all of the staff needing help.

Members in attendance offered an idea of getting the list of needed help a week early so we could spread out the help to better utilize volunteers who would like to help from home or can help only on a different day of the

week. The idea was also brought up to have grade level “moms” next year who can organize this workshop for their grade to better utilize the time we have volunteers or can assign weekly helpers to come in to do copying and cutting and laminating. We will discuss this with Dr. Odea at the end of this year to plan next year better.

D. Coin Wars

This year’s coin wars will be Mario Party themed! The board explained how last year the earnings were going to go towards a book vending machine but the earnings didn’t even cover half of the price. Dr. Stamm at the time was trying to get title one funds to cover the rest but unfortunately that didn’t get worked through before she left NKES. Brittany is going to look at the current price for the book vending machine and with last year’s earnings we are going to see if we can raise enough this year to cover the cost!

Last year’s earnings- \$2,032.77

Cost of vending machine- \$7,119

E. Lost and Found

All jackets were donated before winter break yet once again the lost and found is FULL! Next week we will be making a post and sending home a flyer letting parents know they have until march 29th to pick up and lost and found items before these items will be donated.

F. Fifth Grade Shirts and Science Fair

PTO has budgeted to purchase the shirts for 5th grade graduation again this year. However, with the budget of \$2,000 is more than enough so Brittany made a motion to move \$470 of that budget to Science Fair. Science Fair is coming up in April and Mrs. Hill has asked for the PTO to fund a dirt pudding making station and a bird feeder making station. Maggie Settlemyre seconded the motion.

G. Fall Festival Date/ Summer Meeting

We are looking ahead at setting the Fall Festival date to October 12th 2024. This will get us away from homecoming and allow us time for a reschedule of the spooky sprint if it should rain. We will be asking to hold a summer

meeting to get the ball rolling earlier on the silent auction and all things to deal with planning this HUGE event.

H. School Board Visitor- Greg Reimer visited our PTO meeting and introduced himself. Mr. Reimer is a new member of our school board.

Looking ahead at important dates

March 22nd Go Nuts for Reading Bookmarks DUE!

April 8th- One School/One Book starts!

April 9th- Wendy's Spirit Night

April 12th- Reptile Man

April 19th- 26th- Coin Wars

April 25th- Blaze Pizza Spirit Night

April 26th- PTO Workshop

May 10th- PTO Meeting at 9:15am

Next PTO meeting will be on May 10th at 9:15 am in the cafeteria