



## **New Kent Elementary PTO**

### **General Board Meeting Minutes**

**Meeting Date:** January 10<sup>th</sup> 2025 **Location:** NKES Cafeteria

Meeting was called to order at 9:17am by Lauren Paone.

Approval of November Minutes – Melissa Hummel moved to dispense with reading the November 2024 meeting minutes as they were previously distributed online and made available at this meeting. Maggie Settlemyre seconded the motion.

Melissa Hummel moved to approve the November 2024 meeting minutes as they are written. Motion was seconded by Maggie Settlemyre.

#### **Principals Report-** Dr.O'Dea

Thank you for everything. Holiday craft and video assistance were much appreciated. Jordan has been doing a staff treat every third Thursday. December was mugs and hot cocoa bar.

Elementary is starting to roll out weapons detection. It is starting slow, but the flow is going well. We are requesting a full-time school security officer.

February 5<sup>th</sup> Preschool applications go live. Each elementary school has their own program now.

We are fully staffed except for a music teacher. We are open to hiring part-time tutors in math and reading and can be very flexible. Always looking for lunch and recess monitors.

## **Committee Reports**

### **Beautification-** Jordan Wingenbach

Jordan has been updating the staff bathroom in the front office. Potted plants out in front of the school will be refreshed in the spring.

### **Yearbook-** Laura Richards

104 yearbooks have been sold. Flyers have been ordered to push sales. Personal pages are due April 20<sup>th</sup>. Delivery date is scheduled for May 27<sup>th</sup> in order to get in as many of the events as possible.

### **PTO Workshops-** Fantasia Eich

December's PTO Workshop was super successful and extremely fun! We shared treats and had an ornament exchange while we helped out 8 staff members with their project requests.

January's Workshop will be on the 31st and it will be a tough one as it is also our second Otter Day. Which means we will need double the number of volunteers because we will need volunteers for our Otter Day Community Service project, and we will need volunteers for our normal PTO Workshop. We need all hands-on deck. I know some of you have already signed up via our FB event page and through reaching out to Lauren, but I also have a sign-up sheet here for anyone that is interested. You may also state your volunteer preference, whether you'd like to help with Otter Day or our Workshop.

Our next PTO Workshop dates are Feb. 28th, Mar. 21st, Apr. 25th, and May 16th! We hope you can join us!

As always – THANK YOU SO MUCH to my amazing volunteers! We could not make these Workshops happen without you!

### **Staff Appreciation-** Jordan Wingenbach

Mini pies were given to the staff in November. A hot cocoa bar was provided in December. Plans for January are a hand sanitizer gift and an apple bar is planned for February.

### **Spirit Nights-** Melissa Hummel

Panera brought in \$175.14 due to an error on Panera's part since their staff was not properly trained.

McDonald's spirit morning brought in \$501.94

Five Below was not very successful this time and we only earned about \$40.

Our next event is Spirit Night is at Third Base Grill on Monday, February 10<sup>th</sup>.

### **Treasures Report-** Brittany Gutierrez

Bank Balance - \$31861.61

Outstanding check - \$9013.11

Working balance - \$22848.50

Profit from Holiday Shop - \$1923.64

### **Old Business-**

#### **Holiday Shop-** Maggie and Erin (Jill and Melissa)

We made about \$2000 from the items we sold from the company.

#### **Student Treat-** December

Recorded video of staff reading a book and created a QR code to be scanned so it could be watched over the winter break. An Otter craft was also sent home.

### **New Business**

**Flying Squirrels Reading Program-**kick off February 3<sup>rd</sup> – splash will be needed

Flying Squirrels game will be April 15<sup>th</sup>

**Valentines Grams**-Falon McClenahan presented options for those that were there to vote on.

**Book Fair**-February 24-28<sup>th</sup>. Schedule will be similar to holiday shop, but just Monday-Friday.

**Bingo for books**-February 27<sup>th</sup>. There will be two bingo sessions for K-2 and 3-5. Shopping at the Book Fair will be available for each group opposite of their bingo time.

**Splash** will be needed for Otter Day January 31<sup>st</sup>, Flying Squirrels Kick-off February 3<sup>rd</sup> and Valentines Day February 14<sup>th</sup>.

**PTO Board Positions** – Lauren Paone is not returning as president next year. Melissa Hummel is running for President, Fantasia Eich is running for Vice President and the Secretary position will be open.

### **Important Dates**

#### **January**

31<sup>st</sup>- PTO Workshop 1-3pm

#### **February**

3<sup>rd</sup>- Flying Squirrel Assembly

Flying Squirrels Reading Program Starts

3<sup>rd</sup>- 12<sup>th</sup> Sell V Day Grams

14<sup>th</sup> Valentine Grams Handed Out (Volunteers Needed)

24<sup>th</sup> – 28<sup>th</sup> Book Fair (Volunteers Needed)

27<sup>th</sup>- BINGO for Books (Volunteers Needed)

28<sup>th</sup>- PTO Workshop 1-3pm (Volunteers Needed)

**Next PTO meeting will be on March 14<sup>th</sup> at 9:15 am in the cafeteria.**