



### **New Kent Elementary PTO Meeting Minutes**

**Meeting Date:** November 16<sup>th</sup>, 2023 **Location:** NKES Cafeteria

Meeting Called to Order By: Lauren Paone Attendance: (Attendance sheet attached)

Minutes of September 8<sup>th</sup>, 2023 meeting accepted.

Motioned by Laura Richards and Seconded by Kristina Hall

#### Presidents Report- Lauren Paone

Lauren welcomed Melissa Hummel as our new vice president! A big thank you to everyone who rolled with all the changes that happened at the Fall Festival. Lauren said maybe it was practice because who knows if the next couple of years we will be dealing with working around construction if our school gets remodeled or rebuilt! Majority liked it being inside if only we could have a playground closer for the kids to run around and burn off energy and if the gym wasn't so hot! PTO board held the ice cream party for the 16 students who raised over \$300 and it went great. We will be scheduling our Principal and Assistant Principals for the day as soon as the new assistant principal is hired.

Update on coin wars prize from last year- We unfortunately did not have enough money to fully fund the book vending machine and the shipping that was involved with getting it to our school. Dr. Stamm had begun the process of using Title One funds to make the difference but we had not completed the needed paperwork and necessary price quote requests before she left. We will be talking to Dr O'Dea about this soon and will give everyone another update asap.

A BIG thank Harley for getting ALL of the fall festival donations thank you letters out in record breaking time! Also a thank you to Daily Fix for providing donuts and coffee for Dr. Stamm's farewell breakfast!

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

River Otter Families, I am sorry that I am not there tonight. I am participating in a VDOE workshop in Roanoke, but I look forward to many future PTO meetings together as your newly appointed PROUD PRINCIPAL!

Thank you all so much for the support, encouragement, and trust you have shown me during this time of transition. We are currently working to find the perfect Assistant Principal for our NKES family. We hope to have finalized our selection by the first week in December.

Speaking of December, we have three busy weeks before winter break! Mr. Lantz is planning a winter concert for our first-grade families on December 14th at 6pm, we will be announcing our spirit days soon, and we can't wait for the parade! Our holiday shop has a new location this year in the "learning cottage", and that creates the opportunity for some very exciting indoor AND outdoor decorations.

Thank you so much for all that you have done for us this month! It was absolutely amazing to see every student at NKES unified with the kindness shirts, and we plan to have many more spirit days using those shirts in the

future. Thank you for the goodbye breakfast for Dr. Stamm, the woot woot wagon, and obviously an incredible fall festival! We are so grateful for all that you do for our students and staff, and I couldn't feel more fortunate to get to partner with you all as principal moving forward.

### Committee Reports-

#### A. Staff Appreciation/Yearbook/Otter Packs- Laura Richards

Yearbook:

Sold 118. Fundraising so far \$543

Will do another sales push soon but pretty much on trend with last year's sales.

Theme Leaving our Mark at NKES

Want to talk to Mrs Smolko about possibly doing a special 5th grade art project/contest to go with the theme along with gathering all of fifth grade together for a large class picture.

Staff Appreciation:

October: Pizza Lunch was a big hit and super easy. Pizza Hut gave a great price and awesome job having it ready to go. The Google form sent out before the event was a huge help in keeping waste down and making sure we had enough.

Dr. Stamm's Donut farewell...HUGE shout out to Daily Fix!!! Haley was so generous and the donuts as always were delicious!

November: "Woot Woot" cart- Muffins and Warm Cider. Monday November 13.

Will be helping with Dr. O'Deas 12 days of Christmas and taking over two of the days.

Consideration for next year: Have a separate person (and budget line) to be in charge of the lounge...coffee bar, snack cart, paper towels stocked, cleaning the fridge, etc.

Otter Pack Request: The Otter Pack Program will definitely need new backpacks next year. The current ones are on their last year. Request for 50 new bags if possible. Currently serving 33 students. But 50 would allow for high numbers and replacements if any get broken. Brittany had already put in the email to the backpack provider to get a quote for that.

#### B. Holiday Shop- Maggie Settlemire

Holiday Shop is here and will run Dec. 4th - Dec. 8th. We will pass a signup list for the volunteers around tonight as well as posting online tomorrow. The schedule has also been approved by Dr. O'Dea which I have attached so that parents can have an idea of when their students are visiting the shop.

It is a new shop this year, so the cash register is an app, no more calculators and math needed to volunteer!

We will be hosting the shop in the trailer this year and are just waiting for the flooring to be replaced, after which we can set up and decorate the shop. Please consider signing up to help set up on Friday Dec. 1st. We look forward to a fun festive holiday shop!!

Treasures Report- Brittany Gutierrez

<b>TREASURER'S REPORT</b>			
Bank Balance	\$ 41,623.39		
Outstanding	\$ (578.90)	Custom Sportswear	5900
	\$ (151.78)	Laura Richards	5901
	\$ (200.00)	SSC Service Solutions	5902
	\$ (754.40)	Radio Communications of VA	5903
Remaining	<b>\$ 39,938.31</b>		
<b>Fall Festival</b>			
99 Pledges	\$ 20,483.76		
Silent Auction	\$ 7,013.00		
Donation	\$ 230.00		
Entry	\$ 1,075.00		
50/50	\$ 154.00		
Spiritwear	\$ 855.00		
	<b>\$ 29,810.76</b>		
Mini Fall Photo	\$ 300.00		
Purchased kindness shirts	\$ 4,362.28		
Purchased rocks	\$ 98.84		
wooden puzzles PK	\$ 100.00		
<b>Voting</b>			
Jump Rope assembly	\$800/\$1250	NO	
Author visit	2500/1200	YES	

Spirit Night Totals:  
 Chevy Program: \$1,500  
 Don Miguels: \$400  
 McDonalds: \$539.42  
 Pizza Hut: \$204.81  
 Freedom Martial Arts: \$50  
 Daily Fix: \$474.27  
 Blaze Pizza: \$80  
 Waiting on Wendys!

## New Business-

### A. Holiday Parade Prep

- Theme is “NKES shines bright”. The staff currently has the sign-up list and is filling it out and then we will have some PTO members and kids join in! We will need help with building the props and a truck to pull the trailer. Sign-ups will be posted soon!

B. We are looking for someone to help us with spirit night scheduling February- June

C. Valentines Grams in February

D. Richmond Spiders Basketball Feb 24<sup>th</sup> at 2PM

E. Coin Wars in March or April and looking at changing it into Mario themed!

F. Book Fair in March and we will be doing BINGO but we may only be preselling pizza and not having them for sale on site due to “Title One” regulations

G. One School One Book will be picked out and ordered in December and will be held in march or April

H. Squirrels Baseball or County’s Reading Fundraiser

## Important Dates

### **December**

4<sup>th</sup> -8<sup>th</sup> Holiday Shop

10<sup>th</sup> Providence Forge Holiday Parade

11<sup>th</sup> – 15<sup>th</sup> Winter Spirit Week

11<sup>th</sup> – 17<sup>th</sup> Five Below Spirit Night

### **January**

8<sup>th</sup> New Kent School Board Meeting at 5:30 PM

12<sup>th</sup> PTO Meeting 9:15 am

22<sup>nd</sup> Don Miguel

**Next PTO meeting will be held January 12<sup>th</sup> at 9:15 am in the NKES Cafeteria**

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Meeting Adjourned At: 6:45 PM

Minutes Compiled By: Lauren Paone, President