



# Meeting Minutes

## NEW KENT ELEMENTARY SCHOOL PTO

**Date:** September 10, 2021

**Location:** NKES Cafeteria

**Meeting Called To Order By:** Kristel Lamp

**Time:** 9:25 am

**Attendance:** Number of attendees: 24  
(Note: Attendance sheet attached.)

**Minutes:** Minutes of 08/11/2021

Lauren Paone moved to bypass with reading the minutes (since minutes were emailed prior and reviewed before meeting by attending members). Seconded by Lorelei Gould. Lauren Paone moved to accept 08/11/2021 minutes. Seconded by Caroline Tavai and accepted.

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### Officers' Reports

**President:** Kristel Lamp thanked everyone for attending and then reviewed the past months successful events which included; Popsicle with the principal (now a yearly tradition), Red Carpet Teacher Welcome, Teacher's lunch catered by Don Miguel's, and Back to School cookies for all of the staff on the first day of school.

Kristel reported that we are still tracking memberships and are awarding the class with the most memberships a popsicle party on Friday September 17<sup>th</sup>!

**Treasurer:** Brittany Gutierrez. Treasurer's report read and accepted. Report attached.

**Principal:** Dr. Amy Stamm – Reported that the staff is blown away by the PTO involvement so far. Thanked everyone for showing up and what a great turn out. Promised everyone who attended the meeting she is working hard to get the dismissal process better, and that it will be worked out soon!

### Old Business

Fall Festival Budget Discussion- Brittany Gutierrez informed everyone that the board had decided to work with Pete O for the fall festival and incorporate a "Spooky Sprint" into the fundraiser. Brittany moved to have the fall festival budget of \$5,000 approved with the notion that we could net up to \$12,500. Candace Major seconded the motion.

### New Business

2021-2022 PTO Budget: Brittany discussed our new spirit wear coming out and asked to motion to purchase \$2,500 worth of spirit wear to have on stock for events. Lorelei Gould seconded the motion for the spirit wear costs. Brittany also motioned to have \$50 teacher reimbursement approved for a total expense of \$7,000. Zoe West seconded the motion. Brittany presented an immediate need brought up by Dr. Stamm for the purchase of new walkie-talkies for the staff. Brittany motioned to accept \$5,000 into the budget for fixing and replacing the walkie-talkies. Zoe West seconded the motion.

### Fall Festival Planning:

- Spooky Sprint name accepted for the Halloween costume run done an hour before fall festival
- Kristel Lamp asked for volunteers to help the board seek out silent auction baskets and gift cards from local businesses and families. A sign-up sheet for business was passed around along with a basket themed list. These lists will be put into a sign-up genius and will be posted online to allow parents and teachers not in attendance to sign up.
- Kristel announced to all in attendance that the fall festival will include; Food Trucks, Silent auction, Inflatables, Sherriff/ Fire Trucks, Halloween/Fall games and a Trunk or Treat.
- Kristel presented the idea of a trunk or treat added into the fall festival. A flyer will be made and distributed throughout school to ask for "trunk' volunteers.
- Laura Richards presented the idea to allow parents to make a flat donation to the PTO instead of emailing out donations (Pete O) for parents who cannot attend the Spooky Sprint.
- Vai Mimms was asked to look into the middle schools BETA club for volunteers for the fall festival.
- A majority of the people in attendance agreed that they did not like a morning fall festival and would rather move the time to 2pm to 5pm. The board responded that they would reach out to Pete O and our food trucks to see if it was possible to get everyone to commit to a new time.
- Brittany Gutierrez announced that she is working on a list/ flyer of easy ways parents and teachers can sign up at local stores and online accounts that donate money (i.e. Publix, Kroger, Amazon)
- Board agreed on October 15<sup>th</sup> as a deadline date to turn in baskets and gift cards collected.

### Announcements

Spirit Night at Don Miguel's in on September 20<sup>th</sup> 5:30-8:00 PM (splash will be making an appearance)

Next meeting is Friday October 1<sup>st</sup> at 9:15 am, in NKES cafeteria.

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**Meeting Adjourned At:** 10:15 am

**Minutes Compiled By:** Lauren Paone, Secretary