

PTO General Meeting

MEETING AGENDA & MINUTES

Monument Academy PTO

Date: 15 Mar 2023

Time: 8:30 am

Location: MA- W PTO Room

I. CALL TO ORDER *at 8:32am*

II. Board MEMBERS IN ATTENDANCE

- | | | |
|---|--|--|
| <input type="checkbox"/> Kim Kays (President) | <input type="checkbox"/> Samantha Ver Steegt (Secretary) | <input type="checkbox"/> Vacant (Vice President) |
| <input type="checkbox"/> Vacant (Pres Elect) | <input type="checkbox"/> Colleen Marsh (Treasurer) | |

Sign in Sheet is attached

III. SECRETARY'S REPORT – *review & approval of minutes of previous meeting*

11 Jan Minutes- Kim motioned to approve the minutes and Maureen seconded. All in favor and approved.

IV. TREASURER'S REPORT – *review of income & expense actuals, budget, and variances*

Budget Review- We reviewed the budget and see that we have the budget to go with a different company if needed.

V. OLD BUSINESS – *informative / discussion / approval items from previous meetings*

- (1) Key Vacant Positions
 - a. Board Vacancies for 2023-2024 School Year
 - i. President – Tentatively filled; Roxanne
 - ii. Treasurer – Must be filled to operate PTO – Sarah Dorman has mentioned interest in this position.
 - iii. President Elect
 - iv. Secretary – Maureen has mentioned interest.
 - v. Vice President – Tentatively Filled; Kristy is interested.
 - b. Other Vacancies:
 - i. Hospitality- Kendra, Colleen and Samantha will take this position on for 2023-2024 School year. We will make a list of Hospitality events and needs. We will think of MORE simple events that are easy to make happen.
 - ii. Summer Workbooks – need lead for committee/update on info from school about curriculum updates. We have a committee for this year and will need someone to take this on for 2023-2024 school year. Ordering will open April 1. Flyers will go out before Spring Break. Michelle Buczkowski is the lead for this.
 - iii. Edukits – filled by Sarah Dorman; information will go out after Spring Break.
 - iv. KISS Breakfast – move to Spring
- (2) Shade Structure – Kim will look into this or possibly hand off to Kristy to handle.
- (3) Teacher and Staff Appreciation- Teachers were very happy. Unfortunately, some doors didn't get finished. Next year we will make a door committee to make sure everyone is included.

VI. NEW BUSINESS – *topics introduced in this meeting*

- (1) Election of New Officers
 - a. President Elect

b. Vice President

Kim makes a motion to approve Roxanne as the President Elect and Kristy seconded the vote. Kristy Davis is running for Vice President. Kim makes a motion and Colleen seconds. They will start these positions immediately but will be voted again in May for the following school year.

- (2) Restaurant Nights – Parry’s Pizza had a huge turnout but not sure the amount of money. Sara is following up with that. Chick-fil-A restaurant night is MOBILE order only, flyers are going home this week. We are looking for April suggestions. Sara will look into Qdoba for April.
- (3) WATCH DOGS- Brad will continue to handle this. What can we do to make this more “manly” and could we list the vacant spots for each week in the Lynx News.
- (4) St. Patrick’s Day Teacher Breakfast – 17 Mar, Chick-Fil-A minis, donuts, and stock the lounge will happen Friday. Chicken Minis will be picked up at 8:15am on Friday.
- (5) Movie Night – Planning team- April 28th. Roxanne and Kristy are taking this on. Food truck- Papa Bear’z Grill
- (6) Open Discussion
Rhea Lana Event – Donations will be accepted morning and afternoon carline times.

VII. REVIEW OF ACTION ITEMS – *requiring follow-up*

Kim send out PTO flyer the end of April to all families
Kim will remove the need of a Communication chair for next year; School will take this on.
Samantha follow- up with Papa Bearz Grill
Kristy and Roxanne work on planning the Movie Night.
Samantha make the sign on Friday. Chick-Fil-A and Rhea Lana

VIII. NEXT MEETING ~ Date: 10 May Time: 0830 Location: MA-W

IX. ADJOURNMENT at 9:51am