



## General Meeting Agenda

Date/Time: October 8, 2020, 7:30 p.m.

Location: Google Meet

### 1. Welcome

#### a. Introductions & Roles

- i. Still need a president, but everyone is working together to keep the PTO going - it's an "Us", everyone is encouraged and welcome to be a part of it!
- ii. Garrett Walkup: Helping on the executive board
- iii. Darcy Lockwood: Helping with all roles, she has helped build a lot of the organizational systems we have in place.
- iv. Tikva Rose: Vice-President
- v. Kelly Macomber: Secretary
- vi. Tori Losh: Treasurer
- vii. Overview: Executive Board meets a couple times a month, this a nonprofit organization, General Meetings second Tuesday of each month, every parent/guardian is on the PTO (no fees)

#### b. MES PTO Google Drive

- i. Each subcommittee has a folder here for sharing and storing information

### 2. Teacher Report- liaison

- a. Looking to have 1 or 2 teachers that will come to each meeting to represent the staff and bridge the connection to school.
- b. Looking to have a stipend for this role. Tikva asked the Board of Ed about a stipend. If this does not work out the PTO can go to a vote regarding a stipend.

### 3. Principal Update

#### a. Thank you to the PTO for:

- i. The food truck for staff on the first day of school. It helped bring everyone together.
- ii. The decorations around the school.
- iii. The Staff Appreciation committee for the Amazon Wish List.
- iv. Recognizing staff birthdays.

- b. Let him know about the teacher liaison, he can reach out again.
- c. Ruler Webinar: October 20th, 7:00pm
  - i. Information night for families
    - 1. Mood Meter, Class Charter
    - 2. Mark Bracket, *Permission to Feel*

#### 4. Treasurer's Report

- a. Fundraising may be limited this year. Already missed our big fundraiser for the year, so need to be mindful of spending this year.
- b. We are a nonprofit, so if anyone needs proof of our nonprofit status ask Tori for that.
- c. Still formulating a budget for this year.
- d. Currently have \$15,800. Need to keep some funds to pass on to next year's PTO, and there are some items already accounted for this year.
- e. Need to do outreach to some vendors who were paid last year, but the events did not happen due to Covid. Some were moved to this year, but those may not happen. The exec board will review this at the next meeting.

#### 5. Committee Updates

- a. Decoration:
  - i. Chairs: Megin Nicols, Anne Strzelecki
  - ii. The Fall Harvest decorations look great and the school looks beautiful. Mrs. Taylor, the custodians, and Officer Bobby helped bring out decorations from the basement. 9-10 parents helped last week. Amy will post photos to the social media pages.
  - iii. Last year did inside and outside, but this year limited to the outside: sides, front, pick-up/drop-off
  - iv. Two big times: Fall Harvest, Winter Theme
  - v. Goal to make school inviting and welcoming
- b. Community Building-Family
  - i. Chair: Jen Salisbury
  - ii. Drive-In Movie Night at Edmond Town Hall, Sunday October 11th, 6:30, will post again and remind people to bring blankets/etc
    - 1. This is free for families and is covered by the PTO
    - 2. Donations will be collected for the Woodbury Community Services Council. Bob Taylor is the president of this local organization.
    - 3. Garrett has the Mitch costume and will wear it.
- c. Staff Appreciation
  - i. Chairs: Darcy Lockwood, Kelly Macomber
  - ii. Back to School Food Truck
  - iii. Custodian Appreciation Day: Rhya Syzmansky helped get gift certificates to Woodbury Deli and deliver these with a note/candy bar on behalf of the PTO
  - iv. Halloween Treat bags for all staff at the end of the month.

- v. Staff birthday recognition: Amy Obolewicz has been doing this for the staff using the survey staff completed at the beginning of the year. She is dropping off small treats bi-monthly.
  - d. Fundraising (cost and no-cost)
    - i. Chair: Jessie Lynch (Amy Obolewicz is helping)
    - ii. Communicating:
      - 1. PTO Newsletter
      - 2. Digital Backpack
      - 3. Morning announcements to engage students too
    - iii. No-Cost Fundraisers:
      - 1. LaBonne's is the biggest no-cost fundraising option (encourage people to keep receipts), and will figure out how to do it this year (possibly take a photo).
      - 2. Clothing Drive is still being discussed with Mr. Komar
      - 3. Entenmann's: Similar to box tops, will send funds to a charity
      - 4. Amazon Smile
      - 5. Shopping Days: Newbury Place and others, will reach out and plan
  - e. Student Enrichment
    - i. Chair: Sarah Spagnola
      - 1. Kate Johnson and Amy Obolewicz on committee
    - ii. Fall Event
      - 1. Pumpkin Decorating: Working with Mrs. Loiseau (librarian) regarding the sugar pumpkins that will go out to all students. The Garden in town helped us to get the pumpkins at cost, and they will go out to students next week.
      - 2. Fall Scavenger Hunt: Mitch the mascot (12 inch plush) will start at the school and he needs to go out into the community and collect materials for his nest. A story will be written, and Sarah is going to talk with businesses/town places about having Mitch visit. Students can take pictures of Mitch and then submit the pictures for a raffle (several prizes for each grade).
      - 3. October 30th will announce raffle winners and share pumpkin pictures (slideshow?).
  - f. Yearbook
    - i. Chair: Looking for people to join and help with this. Can help with making the yearbook (layout) and taking pictures at outdoor events.
    - ii. Might be smaller this year, but feel it is important to document this year and have it for students.
6. Upcoming Events
- a. October 11th, 6:30pm: Drive-In Movie Night at Edmond Town Hall (Beauty & The Beast)
  - b. Middle/End of October: Fall Scavenger Hunt & Pumpkin Decorating

- c. November 2-15: Online Book Fair
  - i. Books purchased during these dates will go towards a school credit to be used at Scholastic. This is usually given to the librarian.
- d. November 10th, 7:30pm: Next General PTO Meeting
- e. Communicating Info Out:
  - i. Newsletter: please send any info/photos/news to [ptomitchellschool@gmail.com](mailto:ptomitchellschool@gmail.com) to include.
  - ii. Social Media: Facebook, Instagram, Twitter (Amy Strzelecki offered to help)
  - iii. Digital Backpack