

Ivy Elementary School: PTO Board Meeting Minutes

January 2024

In attendance: Alexandra Marold, Elizabeth Pagels, Jennifer Underwood, Jill Evans, Jordan Zarwel, Lexy McCallum, Lyndsey Cain, Mairi Townsend, Michelle Sallans, Rachel Trafford, Virginia Carew, Wesley Alter, Stacy Benefield, Laura Morris

- 6:31 - Meeting called to order
- Minute Approval - November Minutes & Dec Agenda (there was no meeting) -
 - Will be done via email vote, not everyone has had a chance to see them
- Open Forum for PTO Members
 - None Present
- Principal's Report
 - Bingo note was very successful
 - Fall makeup pictures will be rescheduled due to today's snow day
 - Principals are working with Mairi to schedule the dance party that was earned with the Annual Fund
- Officer Reports
 - Co-Presidents
 - E-Zone
 - Do we offer free or reduced tuition for teacher's kids?
 - 3 Options
 - Offer teachers and assistants free tuition for 1 child
 - Offer teachers and assistants a reduced tuition
 - Not offering free or reduced tuition
 - Jill Evans shared that the other schools do this, and it's a nice incentive
 - Stacy Benefield shared that E-Zone operated at a slight loss in the Fall
 - We do have a process already in place for families that need free/reduced tuition - so those that are in that position should use that
 - Issue put to a vote by the board - the board votes unanimously to not offer free or reduced tuition
 - Calendar Updates
 - Michelle Sallans reminded the board that there is an events calendar that has been created and shared to the board and everyone has access to add events they are responsible for
 - Secretary
 - Nothing to report
 - Treasurer & Assistant Treasure
 - Nothing to report that isn't on the agenda
 - Co-VPs of Volunteers
 - We may need an assistant coach for Girls on the Run
 - Reminder: send things to Lexy & Jordan to get to room parents
 - Please note on calendar events if a photographer is needed in the title

- Communications
 - Elizabeth noted that adding to the calendar helps comms tremendously.
 - Lyndsey discussed communication plans for the next couple of months due to the bigger events that are coming up.
- Fundraising
 - Not present, but Hilary's updates are on the agenda
 - Lexy shared that the auction item solicitation is going very well
- Co-VPs of Outreach
 - Alexandra shared that the county has removed the structure from the school garden
 - Jill shared that we need to vote on a budget for Marie Perry for the Book Drive that benefits the library - this budget pays for the stickers and the bookplates
 - Marie sent a detailed e-mail requesting a \$100 budget
 - Michelle motioned to approve, Alexandra seconded, board unanimously voted to grant the \$100 budget
 - Alexandra shared some specifics about how new family welcome works, and the resources they share with new families
 - Jill shared that Girls on the Run is about to start, and things have fallen into place for that group
 - Jill shared that for teacher appreciation we have a hot chocolate bar coming up
 - Jill shared that E-Zone is likely going to have 6 classes - Keri is getting confirmations from all the teachers
 - Teachers need to have pre-approval if they are going to go over budget
 - There will be a language update that notes that class changes cannot be made after the first day
 - Lyndsey Cain proposed a change to the backpack mail and registration dates - proposes backpack mail on the 8th and registration starting on the 19th to match the newsletter or the 16th
 - Stacy Benefield asked to add in the language update to note that we don't grant refunds
 - The board discussed ideas for recruiting more teachers and classes that accommodate Kindergarteners
 - VP of Events
 - Bingo was a huge success
 - Dance party will be during school hours on either 2/14 or 2/16
 - Teacher Rep report
 - Not present at this time
 - New Business
 - No new business
 - Confirm date of next meeting
 - February 20th
 - Meeting adjourned at 7:42 pm