

Ivy Elementary School PTO
February Board Meeting Minutes

Tuesday, March 19 at 6:30pm

School Library

In attendance: Lyndsey Cain, Lexy McCallum, Elizabeth Pagels, Jill Evans, Alexandra Marold, Laura Morris, Mairi Townsend, Stacy Benefield, Rachel Trafford, Wesley Alter, Michelle Sallans, Maggie Valente

1. Meeting called to order at 6:34pm
2. Approval or correction of February meeting minutes
 - a. Motion to approve made by Wesley Alter, 2nd by Jill Evans
 - b. Approved
3. Principals' report (Mrs. Underwood)
 - a. Teachers were thankful for the lunch provided on 3/5.
 - b. Monday - WAHS is doing a program Western for a Cause (similar to Day of Caring) and will be sending students to Ivy
 - c. Lots of field trips coming up
 - d. Teacher work day next Friday
 - e. Girls on the Run has been successful - their 5K is 4/21 @ STAB
 - f. 5th graders visiting Henley in April
4. Teachers' Representative report (Ms. Carew)
 - a. Not in attendance
5. Officers' reports
 - a. Presidents (Wesley and Michelle)
 - i. Succession planning for next year's PTO board
 1. Wesley/Michelle meeting with interested parents next week.
 2. Need recommendations by the end of next week.
 3. Current board members are the nominating committee.
 4. Teachers have been asked if they had any parents they'd recommend join us.
 - ii. E-Zone for 2024-2025 school year
 1. Do we want to keep it going for the future?
 2. The bottom line is for it to keep going, we must have 2 volunteer co-chairs by the end of the year. Keri Hopkins will not be returning. If we don't have 2 committed volunteers we won't be able to continue.

3. It was never intended to be a fundraiser, and it is a ton of work. There are a lot of moving parts. This is not the only option for a lot of our families for enrichment.
 4. Would it be more worth it if it were bigger? Would it get easier as it became more established? Some of it might, and some of it might not.
 5. Is E-Zone more useful for the K-1-2 families than the 3-4-5 families?
 6. The families that really could use the extra enrichment don't have the transportation to be able to participate. This has been an issue at the other schools that do this too.
 7. We could think about a similar model to the drama class that Mr. Green did earlier this year. Maybe we could in the future allow teachers to apply for a grant for things like that, but we wouldn't be involved in the planning/logistics.
- b. VP of Events (Mairi)
 - i. Auction Report
 1. ~\$18,000 from the auction.
 2. Over \$21,000 total.
 - ii. 5th Grade Moving up
 1. Ashley McGee is heading this.
 - c. Secretary (Maggie) -
 - i. Nothing to report
 - d. Treasurer and Assistant Treasurer (Stacy and Rachel)
 - i. Last month's bank statement and the current budget-vs-actual report are attached.
 - ii. Expenses over \$500 since our last meeting
 1. \$773 - tent wall and lights for auction
 - iii. Reconciled Quickbooks and bank statements
 - iv. As Stacy and Rachel transition workload from Stacy to Rachel, please be sure you're emailing "treasurer@ivypto.org" (as opposed to Stacy or Rachel individually).
 - e. Co-VPs of Volunteers (Lexy and Jordan)
 - i. Ezone is looking for volunteers for Wednesdays (March 20 and March 27) after school before Ezone begins. Recruiting emails were sent to room parents and specials volunteers. Jill and Keri will cover if we do not get volunteers.
 - f. Co-VPs of Communications (Lyndsey and Elizabeth)
 - i. Website: sales for spring Ezone and Auction went smoothly and were a big success!

- ii. Yearbook: orders are coming in nicely. Yearbook submitted for hard proof copy. (Big thanks to Mrs. Underwood for badgering teachers to get their photos in and to Katie Bailey for her proofreading and editing.)
 - g. VP of Fundraising (Hilary)
 - i. Auction - Lexy has done a fantastic job of soliciting amazing donations for our auction. Thank you, Lexy!!
 - ii. Ivy Gear: Will open after spring break for 2 weeks. Orders will arrive in 3 weeks. Hilary and Brandy will work on a plan for distribution.
 - iii. Restaurant Nights: We are planning for 2 nights before the end of school. Dates are being finalized (likely April and May).
 - iv. Grocery Rewards - We have a communication ready to go to remind families to (re)link their Harris Teeter and Kroger cards to our Ivy Elementary School account.
 - h. Co-VPs of Outreach (Jill and Alexandra)
 - i. Book Drive: We received 118 book donations, exceeding our goal! Book distribution starts 3/13.
 - ii. Book Fair: Week of April 22. We will need volunteers for the following things:
 - 1. Set up (4/19)
 - 2. Family Afternoon (Tuesday, 4/23, 2:45-4:30)
 - 3. Family Night (Thursday, 4/25, 4:30-6:30) We'll sell pizza/drinks/snacks for the PTO.
 - 4. During the fair in shifts (Wed and Thurs)
 - 5. Breaking everything down at the end (4/26)
 - iii. GOTR: If weather permits, will be running a practice 5K on Monday, 3/18. Sunday, 4/21 is the official Celebratory 5K at St. Anne's.
 - iv. Teacher/staff appreciation:
 - 1. We hosted a staff lunch on Tuesday, 3/5 (Special thanks to Alexandra for coming through in a pinch!)
 - 2. No events in April because Teacher Appreciation Week is in May.
 - v. E-Zone: Clubs started Monday, 3/11 with a total of 78 enrollments over 8 clubs! Thank you to everyone who helped make it such a wonderful success-definitely a team effort with Keri leading the forces!!
6. Date of next PTO meeting - Tuesday, April 16 at 6:30pm
7. Meeting adjourned at 7:39 pm