

# Green Valley PTO

Meeting Minutes from August 3, 2020

**In Attendance:** Kara Harrell, Michelle Winberg, Tiffany DiPinto, Lysie Paulukaitis, Carolyn Helgoth, Andrea Korven, Liz Hostetler, Coleen Thomas, Sabrina Grebel, Amy Schwary, and Anna Knox

6:08 pm	<b>Meeting Called to Order</b>
6:08 pm	<b>President's Report – Kara Harrell</b> <ul style="list-style-type: none"><li>• PTO discussed the schedule for the 2020-2021 school year. PTO agreed to hold meetings on the first Monday of each month at 7:00 p.m. The first Monday in September is Labor Day, so the September meeting will be held on August 31, 2020.</li><li>• PTO reviewed the PTO's contact directory.</li><li>• PTO created an Instagram page.</li><li>• Samantha Scott resigned as the PTO's social media coordinator. PTO is looking for a volunteer to fill this position.</li><li>• Ms. Harrell will speak during Kindergarten orientation on August 10, 2020, to provide information about PTO.</li><li>• During Summer, PTO coordinated a trash pick-up event at the school on June 29, 2020.</li></ul>
6:16 pm	➤ Motion to approve Coleen Thomas as the PTO Secretary. Motion second and unanimously approved.
6:24 pm	<b>Principal's Report – Michelle Winberg</b> <ul style="list-style-type: none"><li>• Classroom assignments will be determined by Thursday.</li><li>• Classroom supply lists should be available Tuesday.</li><li>• Distance learning training will be recorded for parents that cannot attend the training and will be uploaded on the district's website.</li><li>• Green Valley has approximately 80 students that have selected distance learning.</li></ul>
6:30 pm	<b>Teacher's Report</b> <ul style="list-style-type: none"><li>• Green Valley has three teachers onsite that are dedicated to distance learning: Ms. Carpenter, Ms. Peeters, and Ms. Schwary.</li><li>• Ms. Winberg is assigned to oversee the distance learning program for Kindergarten-2<sup>nd</sup> Grade.</li><li>• A two hour training for Frontier Academy (distance learning) will be tomorrow.</li></ul>
6:32 pm	<b>Gator Gear – Kara Harrell</b> <ul style="list-style-type: none"><li>• PTO is still looking for a volunteer to coordinate Gator Gear. Ms. Schwary recommended a parent. Ms. Harrell will reach out to the parent.</li><li>• PTO is still looking into a new printing company. Ms. Harrell found three potential companies: Spirit Hero, Branded Graphics, and Imprintory. She compared prices and responsiveness. Spirit Hero's prices were high and Branded Graphics were not very responsive; therefore, Imprintory is the first choice. Imprintory have good prices, are responsive, provide embroidery services, and provide the option for an online store.</li><li>• PTO is focusing on keeping costs low. The Green Valley logo has four colors, which increases the price of printing. PTO discussed changing the logo to reduce the number of colors.</li></ul>



7:05 pm	<p><b>New Business</b></p> <p>Back to School:</p> <ul style="list-style-type: none"> <li>• PTO discussed purchasing Back to School giveaways for students. PTO decided to purchase stickers that students can put on their binder or waterbottle.</li> <li>• Back to School Night will be held virtually this school year. Teachers will be in the classroom conducting their presentations virtually. PTO discussed purchasing dinner for teachers.</li> </ul> <p>Yearbook:</p> <ul style="list-style-type: none"> <li>• PTO discussed changing the yearbook vendor from Excel to Lifetouch. Lifetouch is cheaper and their program is easier to use. Lifetouch's cost for a yearbook (88 pages) is \$14.00 compared to Excel's cost of \$20.00.</li> </ul> <p>Events:</p> <ul style="list-style-type: none"> <li>• PTO discussed events for the 2020-2021 school year. PTO will not schedule any events until September.</li> <li>• The district is not allowing any facilities use at this time.</li> <li>• In September, PTO will revisit the following possible events: <ul style="list-style-type: none"> <li>○ Trunk or Treat in October</li> <li>○ Turkey Raffle in November</li> <li>○ Cookie Dough Fundraiser in November</li> <li>○ Holiday Shop in December</li> </ul> </li> </ul>
7:41 pm	<p><b>Encumber Funds</b></p> <p>Motion to encumber funds totaling \$4,145.00 for the following:</p> <ul style="list-style-type: none"> <li>• \$2,500.00 for teacher appreciation</li> <li>• \$150.00 for PTO supplies</li> <li>• \$45.00 for DOJ fees (PTO taxes)</li> <li>• \$200.00 for Back to School giveaway (stickers)</li> <li>• \$250.00 for PBIS rewards</li> <li>• \$1,000.00 for garden supplies</li> </ul> <p>Motion second and unanimously approved.</p>
7:45 pm	<p><b>Meeting Adjourned</b></p> <p>The next PTO meeting will be held on Monday, August 31, 2020 at 7:00 pm.</p>