



**PTO Executive Committee Board Meeting
May 3, 2023**

Welcome

Attendees: Anne Babick (President), Beth Carmody (Principal), Nissa Cox (Past President), Amy Sullivan (Assistant Treasurer), Michelle Cullins (Communications), Chiko Kawata-Burke, Lyanna Berkowitz (Assistant Communication), Lesley Stump (Secretary)

Call to order 10:13am (post Dr. Tess presentation in auditorium)

Secretary Report (Lesley)

- Vote to approve previous meeting Minutes
 - 1st motion: Anne
 - 2nd motion: Amy

President Report (Anne)

- Updates/Gratitude
 - Board approval for new RC furniture
 - BINGO (Margaret & Kristen Ellis) – 100+ kids, low key, fun, easy to execute
 - Math Night (Kate Edwards & team) – Successful event, engaged kids and caregivers
 - World Travelers (Maria, Karly, Mike – parent volunteers) – Irish dancers, bag piper as kids enter school, presentation in the auditorium
 - Teacher treats, April & May (Nissa) – welcomed and appreciated
 - Earth Week (themed-days, sticker mosaic, Backyard Flower Lab) – Liz Delzell created a school wide sticker mosaic project. April from Potter Field put on a presentation on sunflowers, growing & gardening
 - Yearbook (Alicia & Colleen) – Yearbook successfully submitted. Considering a 3rd party source to process orders moving forward
- Coming Up
 - Year-end: Job Reports & hand off meetings
 - PTO Survey (30+ responses, Communications, Lunch, Social, After school)
 - Bike Rodeo - 5/17, Mayfest - 5/21, Spring Sings - 5/23, 5/24 5:30-6:30, 5/31 K 9:30-10AM, Field Day-6/1, 4th grade farewell 6/7
 - 6/2: 8:30-10:30 PTO Thank you Coffee at Anne's
 - 5/31: Old & New Exec Meeting – approve the budget, review MAYFEST

- District Updates
 - School Board Meeting Highlights (Jessalyn)
 - Featured a HW presentation by Beth and 4th Grade leadership team
 - Approval of RC furniture
 - REGISTER, construction details on website (no playground all summer, no AC, volunteer help packing/unpacking)

Teacher Report (Sachiko Kawata-Burke)

- Faculty Spotlight

VP Report (Jessalyn)

- RC furniture approval, Sign-Up Genius highlights - live 5/24 (adding district school board liaison), adding Treats to the Faculty Lunches, Summer Social Gatherings (committee for summer social gatherings per grade), adding website specialist, adding Construction liaison, Adding Parent Party by grade.
- Room Parent sign up will be blasted the same day class announcement is released (August)

Treasurer Report (Elke & Amy)

- Budget meeting

Communications Report (Michelle & Lyanna)

- Communications schedule

Next School Board Meeting: Tuesday, May 23 (Elke)

Next Exec. Meeting: Wednesday, May 31 9:00AM (Anne's)

Next P,P,VP Meeting: Tuesday May 9, noon