



PTO MEETING MINUTES

Date: 8/3/2016, 9:15am

Place: TES Media

Attendees: Erin Armstrong, Tony Casaerez, Mrs Gantt, Misty Hart, Aimee Loftus, Lisa Lutz, Toni Maxton, Sharon Michael, Mrs. Sajecki

Mrs. Gantt – School report

- ◆ TES is a “A” school (of only 4 in the Pasco County)
- ◆ 100% of our students passed the FSA
- ◆ TES Employee Engagement - the highest in the county ☺
- ◆ Our role as PTO is to provide funds and manpower, we are not a Title I school so much of our technology funding is provided by the PTO.
- ◆ We are a PTO chartered by the school, we are highly audited by the school and outside auditors, PTO banking is separate
- ◆ FSA has a 6 week window but no dates have been provided by the state yet
- ◆ The Staff/5th graders Kickball game will now be held in March
- ◆ TES is hosting 2 Open Houses this year; 9/8 is for 1st through 5th grade families. 8/31 is the ABC's of Kindergarten for all K families. PTO is not needed for ABC's of Kindergarten night.
- ◆ Young children cannot tag along when parents volunteer, it is a safety and insurance concern

Toni Maxton – President

- ◆ We sold 110 EPI School packs for a profit of \$550. These will arrive 8/8 and will be distributed 8/10 to classrooms
- ◆ We have an Open board position for Special Events but because we added a position for Membership, we actually have the same amount of members. We will plan/execute Special Events as a team unless someone qualified assumes the role
- ◆ Spirit Sticks are being discontinued. The profit is very low. We have inventory that will last us through this year so we will continue to sell and promote but the PTO will no longer purchase new ones.
- ◆ We will do a Painless Fundraiser in the Fall.
- ◆ **Monthly Board meetings will be a 10am on the FIRST TUESDAY OF THE MONTH
- ◆ We are looking for a Box Top coordinator, need to get the collection dates (Lisa and Aimee have offered to help as needed)
- ◆ Looking for Spirit Wear Chair and School Store Chair (may be Dana Fabrizio)

- ◆ Calendar Chairperson is again Cole Robinson; calendars will be all digital, no printing. Ads have already been sold. Annette will attach the calendar to the newsletter email if we have it ready for distribution on time.

Misty Hart – Treasurer

- ◆ Opening balance is \$9,300.
- ◆ The budget is the same as 2015/16 school year
- ◆ We have a new PTO cash bag for when money/checks are being transported. It has a combination and key lock
- ◆ We can now accept credit cards for purchases using Square. You need an app on your phone and the adapter to scan credit. There is a surcharge per transaction that the PTO assumes.

Aimee Loftus – Membership

- ◆ This year we are giving Membership cards to avoid some of the confusion of last year. Toni has the cards printed already.
- ◆ We are open to all new membership drive ideas, we want a higher percentage of families joining the PTO.
- ◆ PTO membership give you access to our FB page. The school cannot legally give PTO family information so the families must join PTO; any financial hardship will go through Ms. Batista but no one will be denied access if needed

Tony Casaerez – Business Partners

- ◆ Dine-Outs: nothing scheduled yet. Perhaps first day of school Cold Stone and Open House night.
- ◆ Tony will communicate with Misty on scheduled Dine Outs and Family Nights so the payments can be easily reconciled.

Lisa Lutz – Volunteers

- ◆ Lisa will get all the PTO membership forms to create a list of volunteers
- ◆ Meet the Teacher Schedule:
Board members to be there all day – Toni, Misty, Aimee, Lisa, Sharon to arrive by 9:30; we'll take breaks to bring our kids to their classrooms
- ◆ Open House and Book Fair will be the first events needing volunteers
- ◆ We'll continue to push families to register with Pasco County so the approvals are in. Annette can check on approval delays from the county.

Erin Armstrong – Communications

- ◆ Erin will pick up flyer creation from Sharon; Sharon will provide a flash drive with all flyer and communication history
- ◆ All back to school flyers are complete and copied for the folders
- ◆ Tony will give Erin information for flyers needed for Dine-Outs

Sharon - Secretary

- ◆ Spirit Wear: all orders placed and inventory is arriving daily. All shirts will be banded with a size and price tag to make paying easier
- ◆ Sharon will contact contest winners to have their shirts ready on Registration Day
- ◆ Our FB page will feature a Board member each week/month so our families get to know us better.

Special Event Updates:

- ◆ Fall Festival – this year will have Food Trucks rather than providing pizza; Toni has communicated with quite a few.
- ◆ Holiday Under the Lights – Santa Bob is confirmed
- ◆ Boutique – outsourcing this year. We will sell through our leftover inventory and the new company will be providing this year's merchandise. They will set up and wrap; space is limited this year because portables are now in use.
- ◆ Aerie Lane: Mom Night Out, TBD
- ◆ PTO Member Event – BBQ? Ice Cream Social? To be discussed