**Garrisonville Elementary PTO**

**Meeting Agenda**

**March 7, 2022**

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**Meeting Called to Order at 6:32pm**

**Welcome**

**Gator Week Wrap Up**

* THANK YOUs
* Reptile World – Feedback that GES is one if their longest standing customers!! Thank you Mr. Sargent Ms. Courtman and Ms. Leondard for all of your help and also THANK YOU to the kids!! He said their were amazing and very well behaved!
* Decor Swap: Potentially will setting up an opportunity for families to pass down or exchange decorations for Gator Week Decorations. Will be advertised via social media (facebook page)

**Gator Gear**

Will not be ordering more new gear as of now. There is still gear left over from before in mainly adult sizes. Will be ordering shirts for 5th Gators still!

**Budget Report & Discussion by Jessica Whiteley**

**Upcoming Spirit Nights/Baseball Game**

Five Guys - March 22 4-8pm

Fredericksburg Nationals Baseball Game - Friday May 13, 7:05pm

(Fireworks Night).

A unique Gator link will be provided to purchase tickets ($12 per ticket) You will be able to select seats. – They will be playing no matter what is going on with MLB.

**Future Events/Parental Engagement**

9 Weeks left of the School Year

**Executive Board Nominations**

* Nominations & Elections
  + Nominations open until March 28th via our gatorpto.com
  + Any member in good standing (dues paid) is eligible
  + Elections of contested positions will be by blind email vote of paid members after April meeting
  + gatorpto.com/nominations
* Positions & Descriptions
  + - President
    - Vice President
    - Secretary
    - Treasurer

**Staff Appreciation**

* May 2nd-6th, please let us know if you would like to help out in any way!!

**Principal’s Report by Mrs. White**

Ms. Frohnapfel: April is Autism Awareness Month (April 2 is World Autism Awareness Day). Blue Rock \_ wants to put a bench on either side of the rock. They would want to paint the benches with nice phrases painted on it and help make the space around the rock “pretty” so kids have a space they can go talk with friends or go to make friends. Asking for 2 benches purchased for this space. The benches are sold at Lowes/Home Depot. Hoping to have this completed by Autism Awareness Day. PTO will get with Ms. Frohnapfel to discuss logistics, PTO will fund project (Boosterthon Funds)

No ASE during the spring this year.

THANK YOU for ALL involved with Gator Week. The students LOVED the epic lights in the cafeteria!

Thank you Meghann and Jess for coming to the re-districting meeting with Dr. Taylor.

3 regular school days left in 3rd quarter.

Some staff retiring, in the process of hiring for next year.

Friday March 11- Teacher Work Day – No school for students.

Dates for end of the year testing for 3rd, 4th, and 5th grade

May 9, 11, 13

May 20 – REGULAR FIELD DAY! Grades 3-5 in morning; K-2 in the afternoon. A more detailed schedule will be coming out.

May 23 – 5th Grade DARE Day

5th Grade celebration dates and times TBD, will be coming out soon.

Last day of school

**Upcoming Dates**

* **March 11-18** — Spring Break
* **March 22** — Five Guys Spirit Night, 4-8pm
* **April 4**  — Virtual PTO Meeting (Budget Meeting)
* **May 2-6**  — Staff Appreciation Week
* **May 13**  — GES Night with the Fredericksburg Nationals

**Open Comments/Input**

**Replenishment for the Recess Equipment Cart.**

**School Beautification:** Ideas for the front mulch area (growing weeds) – proposal for pulling mulch out and grow grass. Or low lying/spreading ground cover. Ideas for Garden Maintenance welcome!

**Attendance**

Alexis White, Principal

Meghan Gillette

Todd McLean

Jessica Whiteley

Jaimie Brandt

Lauren Offineer

Heather Ulstad

Michele Golles

Jenny Hale

Betty Fitzhugh

Bridgette Farrell-Kuzma

Erin Crosswell

Al Tyson

Amanda Leonard

Lynn Frohnapfel

Kristina Miller

Milissa Roseberry

PavanKumar781

Marissa Maweu

Sana A

Patricia Blanco

Jodi Odlum

Meeting ended at 6:42 pm.

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**PTO Executive Board Position Descriptions**

**President**

* Preside at all meetings of the organization.
* Facilitate the flow of communication between executive board members, parents and the school via emails, the PTO website and social media channels.
* Oversee fundraising for all school events.
* Serve as a liaison between the board and the school principal, including establishing event and meeting calendar each year.
* Participate in a variety of other tasks including, but not limited to, seeking donations, working with local businesses and helping organize and facilitate events or school-wide activities as needed or when committee positions are vacant.

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**Vice President**

* Serve as an aide to the President.
* Preside in the absence of the President
* In the case that a vacancy occurs in the office of the President, serve the remainder of the elected term.
* The Vice President will be responsible for the organization and oversight of all volunteers, special committees and their members with reporting responsibilities to the executive board.
* Participate in a variety of other tasks including, but not limited to, seeking donations, working with local businesses and helping organize and facilitate events or school-wide activities as needed or when committee positions are vacant.

**Secretary**

* The Secretary shall keep a permanent and accurate record of all meetings.
* The Secretary shall take attendance at all meetings.
* The Secretary shall email meeting minutes to all members within 7 days of each meeting.
* The Secretary may take the lead on other duties including but not limited to creating signups, taking surveys, advertising events and updating the PTO website and social media accounts as necessary.
* Participate in a variety of other tasks including, but not limited to, seeking donations, working with local businesses and helping organize and facilitate events or school-wide activities as needed or when committee positions are vacant.

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**Treasurer**

* The Treasurer shall have primary responsibility for accounting within the organization; shall keep an accurate record of revenue and expenditures; and in accordance with the budget adopted by the PTO, shall make disbursements as required.
* The Treasurer shall present a financial statement at every PTO meeting as well as any additional requests by the Executive Committee.
* The Treasurer is required to make a full report at the end of his /her school year that documents the starting balance, total expenditures and total revenue throughout the year.
* The Treasurer is also responsible for preparation and submission of his/her year's PTO taxes.
* Participate in a variety of other tasks including, but not limited to, seeking donations, working with local businesses and helping organize and facilitate events or school-wide activities as needed or when committee positions are vacant.