

Garrisonville Elementary PTO
Meeting Minutes 9/15/2025



Meeting conducted by Jennifer Herbert (PTO President)

- *Meeting was brought to order at 6:11 PM*

Pledge of Allegiance

Approval of the August Meeting Minutes- *Motion to approve the August meeting minutes was approved by Elle Manning with a second from Milisa Roseberry.*

Treasurer's Report- Jessica Meade (PTO Treasurer)-

- *The budget for the school year has been approved by members of the PTO by vote. We made \$36,000 from Boosterthon, it will be shown in the September budget. We overspent by \$119 on the Welcome back breakfast because we were charged twice by Krispy Kreme but we are in the process of fixing that.*

Boosterthon

PTO Membership Update

Movie Night

- Chairperson: Meghann Gillette
- Friday, September 19th
- Dog Man movie
- Rain date has been cancelled due to other district events.
- Located on AG Wright blacktop behind the school. There will be a side for those with blankets, and a side for those with chairs.
- Clear Bag Policy will be enforced. Food trucks will be available
- *6:15 PM we welcome families. Movie will start at 7:15 and end around 8:45. Thank you to all the volunteers who have signed up so far. We have 4 confirmed food trucks: Taco Tuesday, Fire Escape burgers, Powder Swirl funnel cakes and the Good Puff. We will feature their menus and food truck highlights on our Facebook page leading up to the event. By Tuesday if the forecast is bad we will call it.*

Fall After School Enrichment (ASE)

- Class Assignments will be emailed out by 9/17/2025 from the PTO
- All payments that have not been made are due prior to ASE assignments being distributed.
- First ASE class is 9/24/2025

- Pick up is at gators ASE class inside with a photo ID. All adults picking up must have been on the list at registration or other arrangements need to be made with PTO or GES prior to ASE pick up.
- *Dismissal will be at 4:55 PM inside of the building and you must show your ID. We are grateful for the teachers and volunteers who have signed up to teach classes.*

Trunk or Treat

- October 17th 5:30-7 pm
- Looking for adult and teen volunteers to sign up: Trunks (20), bathroom monitors, storytime (teachers), set-up, break-down, and game stations, teen face painters.
- Volunteer check-in booth and refill station for candy
- Students will be coming home with some information about Trunk or Treat and ways you can help.
- *22 Trunks is what we are looking for. Links will go out soon to sign up for volunteers spots. Candy will be provided by the PTO through a wishlist link. Trunks will be shut down at a time TBA and we ask for no games to be played at the trunks as it contributes to a backup on the progression of the line.*

Gator Gear

- *Meghann gave an update about it being open for 2 weeks around the end of October to Early November.*

Board Position- Vice President nominations open:

Duties of Vice President and Co-VP: (Bylaws Article VI)

The Vice President or Co-Vice Presidents shall act as an aide(s) to the President or Co-Presidents and shall perform the duties of the President or Co-Presidents in the absence or inability to serve. The Vice President or Co-Vice Presidents will be responsible for the organization and oversight of all special committees and their members with reporting responsibilities to the Executive Committee.

- *Our Vice President has sadly stepped down due to a move and the position is now vacant. VP nominations will be open from 9/16- 9/30. Information can be found on our website gatorpto.com*

Holiday Festival

- Saturday December 13th 9 AM- Noon (**date change!**)
 - Looking for Volunteers for this event for several stations including Elf Shop, Cafe, Silent Auctions, etc.
 - *We will be looking for Committee members soon to be in charge of the different sections/stations. Vendors are welcome to apply soon and if you are a good vendors please note we do enforce the Virginia Cottage Food Law.*

Principal's Report by Mrs. Clemente

- *Town Hall will be hosting a Capitol Division plan meeting on 9/16 and it is open to everyone to attend and support.*

Old business/Questions/Comments

- *A proposal was brought forth by Jennifer Herbert about a Snack Pilot Program. We would use a portion of the PTO budget towards allergy approved snacks to support all*

our classrooms. If a child does not have a snack this program would be geared towards helping them have one. It is not meant to replace the snacks that are already asked to be provided by parents daily. Donations will be open through both an Amazon wishlist and a box of donations in the office. We have asked the school nurse to provide a list of allergy approved snacks.

- A PTO membership contest has been proposed that will be percentage based to help increase our membership numbers. A flyer will be going out shortly for this. Mrs. Roseberry has asked we provide it in Spanish.

Upcoming Events:

- 9/15- PTO Meeting 6 PM
- 9/17 ASE class placements emailed to families
- 9/19- Movie Night
- 9/23- No School
- ASE Sessions: 1- 9/24, 2- 10/1, 3- 10/8, 4- 10/15
- 10/15 Five Guys Spirit Night 4-8 pm
- 10/17- Trunk or Treat 5:30- 7 PM
- 10/24- Chick-Fil-A Spirit Night 4-8 PM (610/ Garrisonville Rd. Location)

Meeting Adjourned

- *Motion to adjourn the meeting was at 6:38 PM. Ashlei Polychrones approved and it was seconded by Elle Manning.*

Members in Attendance:

Virtually: Elle Manning, Meghann Gillette, Meghan Moon, Alex Owusu, Kristina Miller, Ashlei Polychrones, Milisa Roseberry, Kathryn Curran

In Person: Jodi Odium, Nicole Clemente, and Bridgette Farrell- Kuzma