

August PTO Meeting Minutes

6 p.m. August 13, 2024

- I. Introductions and Welcome Everyone went around and introduced themselves.
- II. Treasurer's Report - Allison
 - A. Vote on proposed 2024-2025 budget Budget was approved by all in attendance (17 total - 17 yes, 0 no). Allison noted that if it looks like we have already spent a lot it is because we provide staff with classroom donations at the beginning of the year which is a large expense.
- III. Old Business
 - A. Grounds Day Recap - Hallie Grounds day went well - it was suggested to remove the family signs since the individual beds aren't really being maintained anymore by individual families and it is more of a group effort. Pratts gave us half off on flowers for the event this year.
 - B. Welcome Back Breakfast - Cracker Barrel Breakfast was well-received by staff.
 - C. Teacher Classroom Donations \$250 donated to each classroom teacher + Art, P.E. & Music.
 - D. Library Donation Library donation was for \$2000. Mrs. Kelly plans to get an author to come visit this school this year.
 - E. Review Committee Chair Positions Jackie went through commitments made in April to make sure everyone was still able to help with what they had said they would.
- IV. New Business
 - A. Sponsored Shirts and Spirit Wear - Amanda and Kim Amanda shared that we did a small order of spirit wear with the design from last year to have items to put out at Meet the Teacher and Open House. Kim and Cassie will work on getting sponsors in order for the free shirts that students and staff receive.
 - B. Fundraising Project for 2024-2025 - Kim This year we will be raising money for a digital marquee. Mr. Spencer has been asking for this for several years and we are so excited to finally fundraise for it. Kim will be getting quotes for different options. It was shared that Shannondale uses it as a fundraiser - parents can pay to put up a Birthday message and it runs for 24 hours so there is potential beyond just news and updates.

C. PTO Calendar - (distributed) - also set up as shared Google calendar A master calendar was shared with PTO plans and dates for the year. We are also using a shared Google Calendar so that any changes/updates will be reflected. You can join the calendar using this link.
<https://calendar.google.com/calendar/u/0?cid=Zm91bnRhaW5jaXR5cHRvQGdtYWlsLmNvbQ> If that does not work, email fountaincitypto@gmail.com to be added.

D. New GroupMe set up for Volunteer/Event Coordinating This is a new this year to keep everything in one place. We hope to keep the discussions on topic and not add gossip or anything extra.



- E. August 14th - Early Release Day converted to full instructional Day
1. January Early Release Day also converted to full instructional day.
 2. All other Early Release Days changed to half days (11:15 dismissal)
- F. August 16th - September 6th PTO Membership Drive
1. Packets going home Friday, August 16th Candice asked if we should be sharing this beyond just parents. She said she didn't feel that it was clear who should be joining. It was suggested that we change wording from "Membership Drive" because it may deter people that don't plan to come to meetings. There will be different "tiers" this year Single Member, Family Member, Staff Supporter \$55 - \$1 for every staff member, Classroom Champion \$250 to represent the amount that PTO gives to each teacher at the beginning of the year, Pepcat Proud \$391 - \$1 for every child enrolled at FCE.
 2. Drop-off Volunteers needed for 8/27 & 9/5 We need volunteers to help in car line encouraging participation and handing out stickers (7:25-7:45am). Ideally 5 volunteers each morning to be at cones.
 3. Top-selling individual and class prizes The two individual winners will be Principal for the Day. One from Grades K-2 and one from Grade 3-5. The class with the highest sales will get to turn their teacher into an ice cream sundae at the first pep assembly.

G. Open House Nights - Spirit Wear Table

1. August 19th - Grades K-2 (5-6pm) Kim & Jackie are signed up for this night.
2. August 20th - Grades 3-5 (5-6pm) Kim can set this up, but we need two volunteers to run it. Amanda Hays said she could help with this. We could use one more person if anyone is available to help.

H. August 22nd - Kindergarten Boo Hoo Breakfast

1. 7am in the cafeteria with coffee, donuts and boo-hoo packs Kim is going to check kleenex supplies and will take care of the coffee and donuts. Tessa, Shannon and Lindsay will help with this.

I. August 23rd - Black and Red Spirit Day to show support for Central's first home game.

J. August 30th - 1pm - New Playground Ribbon Cutting Jackie has not been able to get a response from Carly Harrington. She was trying to go through Carly regarding media coverage. Siddiqi Foundation will be able to attend. Larsen Jay could not make it that day, but will send a representative. Kim said she needs to follow up with Jen Ritchie to see if she will be able to attend. Megan invited Jessica Gambino. Dr. Cottrell invited Mrs. Langston. Dr. Cottrell requested that we have an agenda for the event. Kim asked if all students will be able to attend or if it will be a small group. Dr. Cottrell noted that students that do not have media releases cannot be part of it. Also, the whole school attending might be too chaotic. It was not decided yet how this would be handled.

1. Thank you bench - Kim Kim was told today that Knox County is not going to replace the two benches that were pulled out so PTO will need to cover this now. Candice suggested looking into "Buddy Benches" made from recycled bottle caps. She will look into that.
2. Track Lines/Hopscotch/FourSquare Placement this and the basketball court will be discussed in a separate meeting as we will need to have Knox County approval to move forward with the new basketball court. Cassie will email Dr. Cottrell to set this up.

K. September Teacher Appreciation It was decided that this year there will be a mix of lunches and staff pick-me-ups. Pick-me-ups could include treats, school supplies, etc. We will try to alternate each month between the two.

1. New Chair/Committee for Teacher Appreciation The person that signed up to lead this in the Spring is no longer at FCE. Megan Hill and Amanda Hays volunteered to take this on together.
2. Sign-up Sheet This was passed around to get extra help for the teacher appreciation committee.

L. September 2nd - Labor Day - No School

M. September 12th - October 1st - Coupon book Sales

N. September 18th - Early Release Half Day (11:15 Dismissal)

O. Pepcat Prowl We are excited to continue this fundraiser again this year. Candice agreed to take the lead for this event. A sign-up sheet was passed around to form a committee to help her with this.

1. Fundraising October 18th - November 7th
2. Event Date - November 8th
3. Sign-up Sheet for Committee

P. Dates to add

1. Fall Picture Day TBD
2. Awards Assembly Dates Dr. Cottrell confirmed this will be twice a year again - in December and May. Dates TBD. The date will be set at the next Admin meeting.

Jackie shared that there will be an after school PTO social event at Kim Day Training on Friday, August 23rd to kick off the year with other FCE families that wish to attend.

V. Principal Remarks: Dr. Cottrell shared that it has been a smooth start to the year. He is so thankful for everything that PTO does. Dr. Blaine was grateful for the cleanup day to make the grounds look fresh and ready for the new school year.

** Next PTO meeting Tuesday, September 10th at FCE in the Library at 6pm.