

Mount Vernon Exploratory PTO Executive Committee

September 6, 2023

Meeting at MVES

OFFICERS PRESENT: Sally Pittman, President; Anne Marie Braham, Past President; Elizabeth Latta, Vice President; Kristy Aycinena, Treasurer; Alyson Wellborn, Secretary; Teacher Representative, Rebecca Bowman; Kelsey O'Neal, intern; Jennifer Westbrook, Principal

- I. WELCOME & CALL TO ORDER: The President, Sally Pittman, called the meeting to order.
- II. PRESENTATION AND APPROVAL OF MINUTES: Kristy Aycinena gave the first motion to approve the minutes from the March 2, 2023, board meeting; Elizabeth Latta gave the second motion; all votes in favor.
- III. PRINCIPAL'S REPORT
  - A. September Enrollment Update
    - i. 639 total students, which is about 30 more than last year.
    - ii. K-3<sup>rd</sup> average class is 21.
    - iii. 4<sup>th</sup>-5<sup>th</sup> average class is 25.
  - B. Explore Time
    - i. Thank you to PTO for supporting school wide enrichment with explore time materials.
    - ii. Emphasis is on 5 Cs: Character, Collaboration, Communication, Critical Thinking, and Creativity.
  - C. August/September
    - i. Beginning of the year assessments and instructional planning take place
      1. GKIDS
      2. MAP k-5<sup>th</sup> reports will come home 9/12/23.
      3. MAP k-3<sup>rd</sup>- reading fluency.
  - D. MAP
    - i. The goal for this year is growth! Ms. Westbrook may utilize the PTO for recognition.
  - E. Upcoming Dates
    - i. September 11-wear red
    - ii. September 12

1. K-5<sup>th</sup> grade MAP family reports go home.
2. 3<sup>rd</sup>-5<sup>th</sup> grade progress reports go home.
- iii. September 15- NHHS Homecoming
- iv. September 20- Picture Day
- v. September 21- Curriculum Night
  1. Session Times 5:45 and 6:30
- vi. September 25 Week
  1. Explore camp during connections.

#### IV. TREASURER'S REPORT

- A. The 2023-2024 budget was presented, Sally Pittman gave the first motion to approve the new budget, Christy Malcom gave the second motion: all votes in favor.
- B. Teacher Allotment Form
  - i. A new process was proposed to Jennifer Westbrook for the teacher allotment process.
  - ii. Christy Malcom has generated an online google form. Teachers will be given access to the link and choose they items they want. They will fill out the google form and then once completed it will be sent to Jennifer Westbrook for approval.
  - iii. The teacher may choose to purchase the items and send the receipt to treasurer for reimbursement or ask for the check to be precut and give treasurer the receipt once paid for.
    1. Christy will add an option a and b for reimbursement or precut check.
  - iv. Kristy, treasurer will plan to have reimbursements done by the end of each month.
  - v. Ms. Westbrook will still approve the purchases of the items.
  - vi. Ms. Bowman suggested to only send the receipts once you have reached the final amount.
  - vii. Ms. Westbrook will send the amounts for the teachers in the staff notes.
  - viii. Ms. Bowman will run a test with the google link once link is ready.
- C. Move Night
  - i. Profit was \$32.
- D. Spirit Wear

- i. The spirit wear will be complete and handed out hopefully by the end of September 15.
- ii. The leftover spirit wear will be available at a table at pumpkin picnic.

V. PRESIDENT'S REPORT

A. Open House

- i. Ms. Westbrook liked having spirit wear available to purchase at open house.
- ii. Boo Hoo Breakfast worked well in the gym.

B. Movie Night

- i. Burger 21 was a success and will be in touch with them to possibly come back for pumpkin picnic.

C. Wonderful Wednesday

- i. All months are covered through teacher appreciation week. We will continue to have the third Wednesday of each month for lunch and the first Wednesday of the month for snack.

D. Playground Update

- i. The main goal for PTO this year is to repair and update the needs of the playground.
- ii. Elizabeth will meet with Stan, from the county, this afternoon at 1:30.
- iii. Elizabeth met with some local dads on the playground, and they were concerned about the build up of mulch and water runoff. Elizabeth will discuss this with Stan to see what the county is responsible for.
- iv. Additional shade is also a priority but will have to consider the budget first.

E. Volunteer Opportunities for Parents

- i. Per Ms. Westbrook there was a meeting with the leadership team last week. Teachers were educated on how to utilize volunteers. A google form will be made by teachers to send out to parents for opportunities to volunteer in the classroom.

F. Picture Day

- i. Two parent volunteers are lined up to help and PTO is not needed.

G. Pumpkin Picnic

- i. October 20 5:30-7:30
- ii. Jessica Smith and Brittini Curtis are heading up this event.

- iii. Obstacle course in the gym will need volunteers.
- iv. There will be a petting zoo outside in the grass.
- v. Food trucks are in the works.

H. Winter Literacy Day

- i. Last day before Christmas Break
- ii. The Santa has been scheduled.
- iii. Connections teachers are in and ready to participate and already have a schedule in place.

I. Social Media and Internet Safety

- i. This is something we would like to insert in a school function and promote.
- ii. It may be possible to have with another school or a church to host.
- iii. North Hall Middle school last year did not have a good turn out.
- iv. PTO will continue to brainstorm on more information of how to include and promote these topics.

J. Fifth Grade Awards Day

- i. The topic was presented to Ms. Westbrook to consider having a fifth-grade awards day this year. This day would be limited to just fifth graders.
- ii. Ms. Westbrook stated she would present this to the leadership team and let us know. PTO will brainstorm ways to make it creative and fun and a new tradition to keep consistent.
- iii. Fifth grade will keep the same design t shirt of last year with the graduation year on the back.

K. VICE PRESIDENT REPORT

- i. A new email address has been made and improved communications with PTO and parents.

Meeting Adjourned

Submitted by Alyson Wellborn, Secretary

