

Mount Vernon Exploratory PTO Executive Committee
February 5, 2026
Meeting at MVES

Officers Present: Elizabeth Withrow, President; Melanie Martin, Treasurer; Ashley Hollifield, Past President; Erin Webb, Vice President; Jennifer Mullis, Secretary; Jennifer Westbrook, Principal; Chase Armour, Assistant Principal; Kaitlin Smith, Teacher Representative

- I. WELCOME & CALL TO ORDER: The President, Elizabeth Withrow, called the meeting to order.
- II. APPROVAL OF MINUTES: Erin Webb motioned to approve the minutes from the November 20, 2025 meeting; Ashley Hollifield gave the second; all votes in favor.
- III. PRINCIPAL'S REPORT
 - A. February enrollment update - 644 students enrolled
 - i. K-3rd - average class size 21 (19-25)
 - ii. 4th-5th - average class size 24 (23-26)
 - B. Thank you for celebrating our school counselor!
 - C. Congrats MVES Technology Competition participants and winners! (Pictured and listed in 1/29 newsletter)
 - D. Fifth grade end of the year planning
 - i. Mrs. Mott, our Fifth grade team leader, has scheduled the Frances Meadows Field Trip for May 14th. Melanie was designated to handle payment and arrange catering for this event.
 - ii. The Fifth grade party and awards ceremony were discussed. Melanie and Kaitlin will work on planning this.
 - iii. Fifth grade shirts for awards date - PTO will design, place order, and pay for this. It will say North on the front with Class of 2033 on the back. Melanie will also be responsible for ordering shirts. PTO will set up decor. Mrs. Westbrook and Kaitlin requested for PTO members to set up the shirts in the gym on that date.
 - iv. Trojan Olympics - May 11th. All fifth graders in the North Hall cluster will go to this. The rain date is 5/13. Mrs. Westbrook requests for PTO to provide coolers with water bottles and shade tents.
 - E. Upcoming Dates
 - i. January 23-February 13 - One School One Book
 - ii. February 2-6 - National School Counseling Week
 - iii. February 3, 5, 6 - Humane Society visits for One School One Book
 - iv. February 15 - National SRO Day
 - v. February 16-17 - Student Holidays
 - vi. February 17 - Teacher Workday
 - vii. February 20 - 3rd-5th grade Progress Reports
 - viii. February 20 - HCSD Elementary Girls Sports Day
 - ix. February 26 - Spring Pictures
 - x. February 26 - Kindergarten and 3rd Grade Museum Night
 - xi. February 27 - Last day to order a yearbook

xii. Week of March 2 - Read Across America

IV. PRESIDENT'S REPORT

A. Old Business

- i. Winter STEAM Wonderland was a success.
- ii. Playground updates
 - a) PTO completed a new Four Square area on the playground.
 - b) PTO is delivering new basketballs and kickballs for 1st-5th grade today. There are two kickballs and one basketball for each grade.
- iii. One and Done
 - a) All \$250 incentive hoodies have been distributed.
 - b) The Business Sponsor banner was installed at the entrance to the car rider line.
 - c) The Glow Party was a success, we received positive feedback following the event.
- iv. SRO Appreciation Day is a Sunday. Mrs. Westbrook will find out what day we can celebrate him and PTO will bring a gift.
- v. Storybook Nature Trail
 - a) PTO would like Kaitlin Smith to join us when visiting Martin Elementary's nature trail. Kaitlin will talk to them to set up possible dates. Mrs. Westbrook approved Kaitlin to visit with PTO.
 - b) Per Mrs. Westbrook, the Jaycees will begin annually cleaning up the trail starting this February.

B. New Business

- i. Harlem Wizards Game - March 16
 - a) Assembly
 - (1) Our Wizards contact would like to do the assembly first thing in the morning at 8 or 8:30 AM. Per Mrs. Westbrook we need to split the assembly into two groups, K-2 and 3-5, at 8:30 and 9:00.
 - (2) We are trying to contact North Hall Middle School, Wauka Mountain Elementary, and Deal Elementary to offer assemblies at their schools.
 - b) SRO
 - (1) We need two officers. Mrs. Westbrook says to contact Joey Walker, and include Bob Waterson and Jeff Fleming. We can copy Mrs. Westbrook.
 - c) Mrs. Westbrook will introduce the team during the game.
 - d) Rustin Smith and Ronny Hulsey will be the referees. Smith Hulsey will sponsor the shirts for our staff players.
 - e) Cheerleaders and nonplaying teachers will wear the same shirt. Mrs. Westbrook will communicate this to teachers.

V. ADJOURN

Submitted by Jennifer Mullis, Secretary