**Liberty Pines Academy PTO Minutes**

**August 15, 2017**

**1. Welcome** President Melissa Kramer called the meeting to order at 10:00 am.

In attendance: Traci Hemingway, Robyn Cebulko, Kelly Hite, Heather Wade, Dianelis ”Dee” Hutchinson, Beno Vooghese, Lily Bristow, Stephanie Bartolo, Janine Bowker, Melody Coarsey, LaQuita Barnhart, Christy Beebe, Melissa Woody, Stephanie Cross, Marty Kondal, Jen Bachman, Cathy Richter, Melissa Carroll, Melissa Kramer, Rachel Brunnell, Erin Bragg

**2. Minutes** were approved by Janine Bowker and seconded by Melissa Woody.

**3. Sunshine Chair** no report

**4. Principle and Officer Reports**

**a.** **Principal** Mrs. Hemingway reported that LPA is growing and as a result they are hiring associate teachers for K,1,2,3,and 5 and well as another 6th grade math and science teacher. Associate teachers keep our student ratios lower and help to keep us within class size.

Our band teacher took a position at another school closer to home. Mrs. Hemingway has friends from the St Augustine Orchestra who are retired band teachers that are volunteering their time to help out until a new band teacher is hired!

A new addition to LPA this year is guidance and media center will be added to the resource wheel. Each K-5 class will get either guidance or media center each week, alternating every other week.

Mrs. Hemingway also addressed the concerns regarding the solar eclipse on August 21. It will be an excused absence if parents choose to keep their student home or pick them up early. She will be sending out info to parents suggesting picking up stating at noon so it isn’t crazy at 1:00. LPA will be live streaming the NASA link in all classes.

**b**. **President** Melissa Kramer is pleased with how well communication is going. Encourages everyone to inform people of the remind app and that all approved volunteers can access the Facebook page.

Business partners are renewing and we are reaching out to new business partners as well. She informed us the Taps just renewed their partnership!

**c**. **1st VP** Melissa Woody updated us on Boosterthon which will kick off on September 25. The Boosterthon folks will be on site for the kick off as well as the run, but the in between activities will be handle by the school to save money. Volunteers will be needed to help sort prizes, shirts as well as help during the run. Karen Millard is heading this up. The goal is $40,000 to be used for technology, iPads and computers. There are incentives for the kids if we meet this goal. The run will take place on October 6. K-1st will run at 8:45, 4th-5th will run at 10:00, and 2nd-3rd will run at 12:30. Middle school will not participate this year.

**d**. **2nd VP** Robyn Cebulko reported that right now they have collected $3280 in membership dues. Last year they received $4300 in dues, the goal is $6500. As of today, 140 raffle tickets for parking spot have been put in the jar. Drawing will take place September 26th at the room parent meeting. There was discussion of how to improve membership. Some suggestions were to find a way to join and pay online. Possibly use school pay, PayPal or google pay. It is important that people understand what their money is used for and what membership entails. Hoping to improve this with updates to monthly newsletter. A portion of the $20 membership fee was used to provide AVID shirts to all students.

**e**. **Treasurer** Janine Bowker reported on current PTO funds, please see attached report.

**f**. **Secretary** Erin Bragg read a thank note from Luanne Small regarding welcome luncheon.

**5. Committee Chair Reports**

**a**. **Book Fair** Cathy Richter reported that set up for the book fair will be August 25 @12pm and should hopefully be finished by 3. This year there will be five full days of book fair. August 28- September 1. Two classes at a time visit the Book Fair. A signup genius will go out for volunteers to help with set up, clean up and throughout the week. 4-5 volunteers are needed especially when K and 1st grade are there as they need help picking out books and creating wish lists. Book Fair will close Friday at noon and should be packed up by 3:00. Reminder that all executive members of the PTO need to volunteer to work one day of the Book Fair.

**b. Box Tops** Stephanie Cross reported that they are going to try and use premade pages for younger kids to glue box tops on. She has a $200 budget she would like to use to do incentive party, quarterly class prize and end of year class prize. It is important that the page or bag box tops are being turned in on is labeled with child and teacher name. The goal is to raise $3000 this year. Would like to use website, newsletter and room parents to get the word out. It was suggested that she contact Bartram High school for student volunteers to cut and bag box tops to be sent in.

**c**. **Hospitatlity** chairs Christy Beebe and Amber Burgoon reminded everyone of the Boo Hoo breakfast on August 16th. They also thanked Anna Neal and Rachel Bunnell for the awesome job they did organizing the welcome back staff luncheon.

**d**. **Meet the Artist** is still collecting sign up sheets from teachers. Room parents need to ask for volunteers. Need to use FB to inform people of the program and get parents to volunteer. Meet the artist is one once per quarter on a day and time set up by individual teachers.

**e.** **Mini Grants** PTO sets aside $6000 a year for this. Each grade level will make wish lists for their classes. Once those lists are approved by Mrs. Hemingway, Caitlin DiBenedetto will purchase and deliver items to the grade levels.

**f**. **School Supply recap** Many thanks to Marty and her kids for unloading and delivering school supply kits. Unfortunately, there is only 48 hours notice for the delivery to the school so getting enough volunteers to help distribute is difficult. It was recommended that kits be handed out at Wolf Greet in the future.

**g**. **Spiritwear** Cathy Richter says sales are going well. Her expenses were $6792.85 and they brought in $10174.23. They are sold out of boys dri-fit shirts and girls pink shirts. Pre orders were delivered today. Online store remains open until this Friday August 18th. Spirit wear will be available for purchase on curriculum chat nights. Mrs. Hemingway is planning to have Friday be spirit wear days. Hoping that students will wear their LPA attire every Friday to show their school spirit. Student council will go around and take count and the top class will be announced. They will revisit the idea of opening the online store back up in the fall/winter.

**6. Old Business** none

**7. New Business** Melissa Kramerinformed everyone that there is a file folder box for the the PTO behind Brenda at the desk. Please be sure to check your folder periodically.

8. **Next Meeting** is September 5th, at 10 am

9 **Adourned** by Melissa Kramer at 11:00am