

LPA PTO Meeting Minutes
January 10, 2012

1. **Welcome/Call to Order**

Erika Williams began the LPA PTO monthly meeting at 10:04am on January 10, 2012 in the conference room at LPA.

a. Attendance

Mr. Kelley, Erika Williams, Cathy Richter, Angela Collier, Farrah Orr, Petra Van der Linden, Kim Delaney, Katie Gray, Michelle Cardinal, Catherine Schwarz.

2. **Approval of Minutes from November Meeting**

Katie Gray presented the minutes from the December 6th PTO meeting; a motion was made by Kim Delaney to approve the minutes, a motion to second was given by Petra Van der Linden. The minutes passed unanimously.

3. **Principal and Officers' Reports**

a. Principal's Report – Mr. Kelley

- i. Focus is being shifted to the next school year. Middle grade exams are currently going on. Gearing up for FCAT as well.

b. President – Erika Williams

- i. Creekline – Please get articles to Stephanie Bradford by 1/15; Newsletter– Please get articles to Michelle Moore no later than 1/25. Please cc Erika Williams when sending your Creekline and/or Newsletter submissions. It was suggested that the 'of the month' winners be submitted to the Newsletter and possibly the Creekline. It was also suggested that instructions be added to the newsletter on how to print in grayscale.
- ii. Planning Committee Meeting – scheduled for February 7th 9:15am.
- iii. Wolf Buck Carnival – scheduled for June 4th.

c. 1st Vice President – Cathy Richter

i. Survey results

A total of 52 individuals responded to the online fundraising survey. Discussion was had regarding the survey results and will be taken into consideration at the scheduled planning meeting on February 7th. Based on the results PTO needs to make clear that all fundraising efforts are completely optional. As such, it was suggested that a standard message be attached to all PTO fundraising correspondence stating that all fundraising events are optional. Please see the attached summary of the survey results in the minutes binder.

d. 2nd Vice President – Kim Delaney

i. Membership/Volunteers Update

Celebrate literacy week (last full week of January) is coming up and will need lots of volunteer. A sign-up genius will be sent out requesting volunteers.

e. Treasurer – Karen Taylor

i. State of the Bank Account

The current checking account balance is \$35,983.12 – please see a copy of the State of the Account in the minutes binder.

- f. Secretary – Katie Gray
 - i. Thank you notes were shared.
- 4. Committee Chair Reports
 - a. Boosterthon – Michelle & Catherine – Boosterthon is gearing up and is scheduled for January 30th to February 8th.
 - *Mrs. Church has graciously agreed to create some banners to help promote Boosterthon.
 - *Teachers have been contacted to start the process of choosing/creating a class banner and name.
 - *It was suggested that a video be created by some of the kids announcing the return of Boosterthon.
 - *Parents should start to see correspondence regarding Boosterthon soon.
 - *Room parents will be invited to the pep rally (no siblings please); the front office will be notified to anticipate check-ins.
 - * We are excited to announce that we will be adding a carpool line party this year – more details to come.
 - *A sign-up genius will be sent for water support during the actual Boosterthon run.
 - b. Boxtops – Cathy (Michelle O'halloran) – LPA received a check for \$2,059 which surpassed last year's collection. The 1st Quarter winner for the boxtop collection completion was Mrs. Southworths 4th grade class. The Bozard Ford Boxtop facebook promotion resulted in the collection of \$655 of boxtop money. Thank you Bozard Ford.
 - c. Business Partners – Christy Beebe – Our newest sponsor is Team Sportsfan located at 445 State Road 13, Suite #25. They have donated 10 \$20 gift cards for Paw Pats and in addition, for every purchase (mention LPA) they will give 10% of that purchase back to LPA.
 - d. Evening Event Coordinator – Erika for Heather Lister – Heather is working with Dr. Schnoover to coordinate evening events and will be meeting with him once a month to ensure all events are being taken care of.
 - *Once a month an alert now will be activated to remind parents and students of the upcoming events. In addition, a ½ sheet of updates will be sent home once a month in Tuesday folders to help parents and students plan for upcoming events.
 - *Please note that the deadline for calendar requests for evening events has been extended to February 15th. We are trying to schedule thru the end of next school year – June 2013. **Please copy Mrs. Hunter when e-mailing about dates for the calendar.
 - e. FFN – Michelle Cardinal – Scheduled for February 17th. The selection of a charity recipient is currently underway. Kim Delaney will check with Ms. McCabe regarding charity selection.
 - f. Holiday Vendor Night – Farrah Orr – Holiday Vendor Night was a great success. Ms. Reichenburg's class won the wreath contest.
 - g. Gator Bowl – Cathy for Kim McCormick – Kim has graciously agreed to chair this fundraiser again. Everyone had a wonderful time; Pete Richter and Bo Hitchcock took home the best dressed fan prize.

- h. **Staff Appreciation** – Kim for Sybil & Meredith – ‘soup’er bowl is planned for Feb. 3rd. A sign-up genius will be sent out requesting croc pots of soup. Bus driver appreciation consisting of coffee & donuts was completed in December and FCAT refreshment, Custodial staff appreciation & snack cart are the next scheduled appreciation events.
- 5. **Old Business** – Lori has found water bottles and is hoping to get gift cards from California Pizza Kitchen for the Teacher of the Year gifts. The banquet is scheduled for Feb. 9th at 7pm.
- 6. **New Business**
- 7. **Next meeting** – February 7th, 10:00am at LPA
- 8. **Adjourn**- Meeting was adjourned at 11:24am