

Liberty Pines Academy PTO Minutes February 13, 2020

1. **Welcome/Call to Order:** Melissa Woody called the meeting to order at 10:03 AM.
2. **Attendance:** Stephanie Cross, Erin Gulden, Miranda Quinones, Kathleen Billet, Diana Bishop, Gayle Cormier, Bre Willman, Shannon Valentine, Heather Gilbert, Elaina Sinner, Melissa Woody, Robyn Cebulko, Rachael Bunnell, Traci Hemingway, Marty Kondal, Melissa Ochoa and Christy Beebe.
3. **Approval of Minutes** – Robyn Cebulko motioned to approve the January meeting minutes. Heather Gilbert seconded the motion and all present were in favor.
4. **Sunshine Chair** – Stephanie Cross reported the following:
 - a. Stephanie received the following nominations for “Of the Month” recognition: Michelle O’Halloran (parent volunteer), Coach Combs and Mrs. Woolston (teacher). Since we can choose three people for recognition, they all win and no vote is necessary.
 - b. Stephanie’s quote of the month is: “Try to be a rainbow in someone’s cloud.”
5. **Principal and Officer’s Reports**
 - a. **Principal’s Report** – Mrs. Hemingway reported on the following:
 - i. Charlene Jones’ last day at LPA is tomorrow. She has been promoted within the district to the position of secretary to the director of curriculum for the school board. LPA is setting up interviews for her old position tomorrow. John Valestro has taken Mr. Sturm’s position and he will do a great job. Mrs. Hemingway will now need to replace John’s position.
 - ii. Mrs. Hemingway would like parents to know that when we have teachers that are going to be out for an undetermined period of time for medical needs, she carefully interviews the (potentially long-term) substitutes. She is choosing someone well qualified who will make sure students are prepared for the next grade.
 - iii. If a teacher is sick for an extended period of time, the room parent can coordinate with class parents to do something for

the teacher. PTO does not do anything because we cannot know about all situations and we do not want to unintentionally exclude anyone.

- iv. The K-2 playground is up. The kids are loving it and they particularly love the rubber mulch. Mrs. Hemingway is in the process of getting quotes for rubber mulch for the other large playground. That way, the rubber mulch will not be mixed with the wood mulch.
- v. LPA needs to hire a company to grade the dirt on the existing playground and create a border to the playground to keep the mulch from washing away. She has plans for the dirt area to be sodded this summer.
- vi. Over the summer, new flooring is being installed in the main hall from the band room to the K-2 wing entrance and the media workroom to match the cafeteria and hall outside. Also, a few areas were missed when the flooring was initially installed and those areas will also get the new flooring. Matching new flooring will eventually also be installed in the downstairs of the middle school building, then in the stairwells and then on the second floor of the middle school building. We are two years out to completion. Last to have new flooring installed will be the K-2 wing because we will lose the interactive floor. The blue line on the current flooring in the hallways helps little students. It creates a “road” for them. To preserve this “road,” Mrs. Hemingway will pick a contrast color to create a line to run down the middle of the hallways first and then the new flooring will be installed around it.
- vii. The new building will house 20 classrooms. 16 of the classrooms will be 4th and 5th grade and 4 classes of 3rd grade will be in new building. The remaining third grade classes will remain in portables. The same flooring as is being installed in the main building is being installed in the new building. Also the new building will have light grey walls, light grey doors and grey carpet in the classrooms. The construction crew is raising roof trellises on the new building today. The project manager is taking pictures for Mrs. Hemingway and she adds them regularly to the website.

viii. We have the best cafeteria manager. Alicia Smith has done such a great job. She has ordered heart shaped chicken nuggets for tomorrow (Valentine's Day) to encourage students to buy lunch on Valentine's Day. She is placing Valentines stickers on 12 of the paper lunch trays. If a student gets a tray with a sticker, he/she wins a stuffed animal.

b. **President** – Melissa Woody reported on the following:

- i. We received a donation for blessings in a backpack from Cub Scout Pack 111, which is mostly made up of boys from LPA. The scouts collected coins and donated all the money collected to PTO specifically for blessings in a backpack. We will include this in the monthly LPA newsletter.
- ii. Melissa purchased a card for Charlene and asked everyone to sign it.
- iii. Next month, we are going to start thinking about PTO positions for next year. The treasurer position will need to be filled as it is only a 1 year position. Also, VP fundraising will need to be filled as Bre has served for 2 years. We will talk more about PTO positions for next year at next month's meeting.

c. **1st VP Fundraising** – Bre Willman reported on the following:

- i. Paint the rocks night is scheduled for April 9th at 6 pm. Jen Hayes will be leading the event because Angela Raines is moving. The cost is \$5 per rock. This event is not intended to be a big fundraiser. Jen is going to try to get donations including through using sign up genius. We are considering offering a rock tattoo for the younger kids. They would paint the rock a solid color and then apply the tattoo. For music during the event, Mrs. Hemingway suggested using a playlist.
- ii. For Paint the Rock night, Bre is considering Chick-fil-A for catering (since band and student council did not express interest in catering the Spring Carnival). Mrs. Hemingway suggested that Bre contact Tracy Wurstner, the boys and girls volleyball coach, regarding concessions, as the teams may wish to fundraise for new uniforms. Bre is also considering "to-go" bags for purchase for the rock painting for those who can't

attend the event. She envisions that this event could take place annually. However, she does not want to overbuy to-go bags in case there is not much interest this year and the event does not take place again in the future. The painted rocks will be placed around the flagpole in front of LPA. We will spray them with polyurethane to protect the paint. We have a lot of parents who have volunteered to help with the event. As such, Bre is not sure we will need student NJHS volunteers. Bre will ask if the students still need volunteer hours at this point in the year. If we do choose to prepare to-go bags, we could include kids who have formerly graduated from LPA, too.

- iii. The Spring Carnival is scheduled to take place March 27 from 5-8 pm. The sun sets just before 8pm, so we will not need as many lights this year. The games will be positioned a little further from the DJ booth this year. We are currently in need of more games. Bre has been asking for games for over a month now. We want at least 30 games. We have 16 games right now. Room parents are in charge of submitting games. Pre-sale tickets go on sale March 1st. Next year, Bre suggests that if room parent can't do a game, he/she make a basket for a raffle at the carnival. Only room parents for K-5 classrooms are being asked to submit games. We will be sending home coloring sheets with the kids along with the pre-sale ticket order form. If they bring the sheet back colored, they will receive 5 free carnival tickets. Hopefully, the kids will give pre-sale forms to their parents.
- iv. Bre has all carnival paperwork completed to submit to the district.

d. **2nd VP Membership** – Stephanie Cross had no report.

e. **Treasurer** – Robyn Cebulko distributed the State of the Bank as of February 13, 2020. PTO started off the period with a balance of \$46,730.00. Income for the period was \$1,585.89, including a \$901.40 check from Box tops, \$280 from BravoZ sales and \$190.00 from Icemen sales. Expenses for the period were \$8,411.99, including expenses for Boosterthon T-shirts, the Boosterthon deposit for next year, and the

retirement party for Mr. Sturm. The PTO ending balance as of February 12, 2020, was \$39,903.90.

- f. **Secretary** – Shannon Valentine read two notes of thanks, one from Charlene Jones and one from Lynn Dudley.

6. Committee Chair Reports

- a. **Souper Bowl** – Heather Gilbert reported that Erin Bragg was the hostess for LPA's annual Souper Bowl. 24 soups were donated. Erin did a fabulous job. Chick fil A donated cookies and take away containers. The staff really loved the event.

- b. **Staff Appreciation Week** – Diana Bishop reported that she and Melissa Ochoa anticipate that they can plan the week within budget. Two weeks ago, they made flyers and went by area restaurants. Hurricanes wishes to cater a meal during the week and will provide gift cards for a raffle. Bite-A-Bagel and Tropical Smoothie also want to provide gift cards for a raffle. The theme for the week is "around the world." Everyday, the staff will "travel" to a different country. They have many fun things planned. Michelle O'Halloran (who does blessings in a backpack) shared with Melissa Woody that Vera Bradley donated 10 to 12 brand new backpacks that we can use to raffle during teacher appreciation week. Teacher gifts will likely be coolers that they can use for the beach/school. Teacher appreciation week begins May 4th.

- c. **School Supplies** – Marty Kondal reported that she sent an email to team leaders regarding school supplies with the link from last year to which they can make changes. Once she has heard back from all the team leaders, Marty will then send the updated lists to the school supply company. To date, Marty has heard back from 2 team leaders. She will follow up. The school supply company we use is family run and we are glad to support this company. They also sell spiritwear, so we may want to explore our spiritwear options with them in the future.

- d. **Yankee Candle** – Erin Gulden reported that this fundraiser starts on February 21st and wraps up on February 28th. Marty Kondal offered to help Erin with distribution. This is the final sale of Yankee Candle at LPA and we can advertise it this way. The products are heavy for the kids to carry home.

7. Old business: The following was discussed:

- a. Bre followed up regarding the 8th grade shirts for Grad-venture (Universal Studios). Mrs. Hemingway explained that we do not need them until May and that it is best to wait to order them until the last possible date in case new kids enroll at LPA. Grad-venture rules require every school to be identified by shirts, so all kids must have them. Bre's contact only needs two weeks' notice so we will wait to order the shirts until the latest time possible.
- b. Stephanie Cross asked whether she could preview the video to be shown to the 5th grade. Mrs. Hemingway said she could and suggested she talk to Nurse Lynch. Also, LPA will send the link to parents prior to the video being shown.
- c. Anyone who wants to come to the meeting regarding social media safety can come. They do not have to have a student who attends LPA. We want to protect our kids and keep them safe. Colleges are looking at their online activity. Kids don't realize the impact it can have on their lives later on. Parents are ultimately responsible for the children's devices. The speaker will teach parents ways to monitor their children's online activity. The meeting will take place at 6:30 pm on Tuesday, February 18th.

8. New business—The following was discussed:

- a. Robyn Cebulko said with respect to the carnival that we are going to have 3 volunteers per game: 2 high schoolers and 1 middle schooler. We will ask middle schoolers what high school they plan on attending and whether they have specific interests, so that we can best pair them with a high schooler at same school and/or with similar interests. High school volunteers will be from the National Honor Society at Creekside and Bartram. Currently, we are ½ full for volunteers. The National Honor Society at Bartram is showing the movie, The Lorax, on February 28th on the Bartram football field at 6 pm as a fundraiser.
- b. A request was made for John to do a walk on the playground to treat for fire ants.

9. Next PTO Meeting – The next PTO Meeting will take place on March 12, 2020, at 10:00 AM.

10. **Adjournment** –Melissa Woody adjourned the meeting at 11:12 AM.