

# 11.07.2024 MINUTES

## Gene Witt Elementary PTO

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Date: November 7, 2024 6:00 PM

Location: Gene Witt Media Center

In attendance: Laura Anastasia, Jolie Ayo, Keary Bartlett, Cheryl Bice, Josiah Brooks, Ashley Brown, Catherine Burke, Amanda Cannon, Kiley Cannon, Adam Cecil, Emma Cecil, Shannon Cooley, Connie Dixon, Ann Draper, Michelle Figueroa, Rachel Gaines, Michelle Hange, Crystalle Holmes, Kristen Klei, Joanna Metcalf, Samantha Markee, Angelique Moser, Angie Nowakowski, Cinthia Pena, Stacy Piazza, Callie Pikcingis, Jill Rubin, Pearl Sinkler, Nicole Smith, Rachel Smith, Cami Tabor, Hazel Tejano-Yap, Laura Thacker, Susan Whiddon

Meeting called to order at 6:49 p.m.

### **WELCOME (Kiley Cannon)**

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### **PREVIOUS BUSINESS**

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- **Otis Spunkmeyer fundraiser (Shannon Cooley)**
  - The fundraiser didn't do as well as we would hope. The budget currently shows \$12,447 as profit, that is the cash and checks that came in on paper orders. I counted and deposited that part. The fundraising company still needs to give us our percentage of the online orders. With that added, the total should put us in the \$23,000-\$24,000.
  - The Otis pick-up will be Saturday, November 16, from 8 to 10 a.m. Your child will come home with a dark green piece of paper next week with their name and student number. The form will have a space at the bottom for you to fill in your car make and color. That will help us bring the right order out to your car on pickup day.
  - All orders must be picked up between 8 and 10 a.m. We do not have any way to store orders. If you can't make it, please make arrangements with someone else to pick it up for you.
  - We need volunteers to help on pick-up day. There will be a signup genius going out tonight. It is a lot of lifting and walking. We will take as many volunteers as we can get—even if the signup genius is full, come help anyway. The truck will arrive at 7 a.m.
- **Monster Mash-TRUNK OR TREAT (Kiley)**
  - This was a fun evening with a great turn out! We ended up with 19 trunks in total.
  - PTO purchased 20,000 pieces of candy, in addition to over 4,000 donated by students and families!

- We didn't want to ask for a lot of donations because of everything that was going on with the storms.
- **Book Fair/Food Truck Rally**
  - It was a great book fair for our school. Thank you to all the volunteers who dedicated their time to help students shop!
- **End of Quarter 1 celebration**
  - Kona Ice on 10/29. This was rescheduled from one of the hurricane days. Shannon Cooley and Mrs. Barrett got it rescheduled for us.
- **Spirit Night**
  - Carrabba's Drive Thru Dinner on 11/6/24
  - Chair - Cara Misiewicz
  - 44 dinners sold! Some of the money came back to PTO as a fundraiser.
  - Please send us any feedback on the food for future events.
  - Cara is planning more spirit nights. If we do Carrabba's again, we are talking about opening it up to neighboring neighborhoods as well.
- **Bylaws**
  - We shared our proposed bylaws at the October meeting and asked for feedback. At this meeting, you have a copy of those bylaws with changes highlighted in red. These bylaws have been provided for review and voting purposes.
  - We received great feedback from parents regarding the proposed bylaw updates and took many notes into consideration. I will go through the updates we made as a result:
    - Under Article IV: Membership – we clarified who General Members are: all parents or legal guardians of students currently enrolled at Gene Witt Elementary and all currently employed teachers and staff of Gene Witt Elementary.
    - Article IV, Section 3. This was about dues. This section was the biggest thing brought to our attention. In including this section, we were following PTO Today. There are some PTOs that collect dues instead of fundraisers, so we included this line as an option for future boards, in case fundraising isn't working any more. Our current board had no intention of collecting dues and this section bothered some parents, so we removed it.
    - Article V, Section 1: We added wording to reinforce that the Board may seek out interested parties when filling positions.
    - Article V, Section 3, letter A, number 4 (under Nominees), we went back to the previous wording specifying that the Election Committee would be made up of two General Members and one Board Member not running for a Board position for the next term. We added that if all Board Members are running for reelection, the Election Committee shall consist of three General Members.
    - Article V, Section 3, letter B, numbers 2 and 4 (under Elections). We added more details explaining that ballots will be passed out, counted, and the outcome read aloud during the April Election

Meeting. This includes announcing the newly elected PTO board at that meeting and in the meeting's minutes.

- **Mrs. Dixon:** Bylaws matter, but I just want to simply say thank you because the pay is not great and you all take this so seriously and every conversation I've had with you, children have always been your bottom line.
- **Parent question:** What is the requirement for voting in the April Election?
- **Kiley:** The old bylaws said that to vote in May, you had to attend 2 meetings prior to that. Based on the feedback, our revised bylaws say you have to attend one meeting prior to the April Election meeting within the same fiscal year.

The updated bylaws were brought to a vote. They were unanimously approved by all general members present.

## **NEW BUSINESS (Kiley)**

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- **Morning with Mom (and Mother-like figures)**
  - Dates: 11/19 (A-F), 11/20 (G-N), 11/21 (O-Z)
  - Time 7:15-8:20 am
  - **RSVP ONLY** event-RSVPs due by 11/13.
  - Flyers went home yesterday 11/6, so all students should have received their flyers by now.
  - You can RSVP using the Zeffy QR code on flyer for an immediate RSVP with confirmation. If you RSVP via Zeffy, you do NOT need to also send in the paper form. Please be sure to include your date of birth in addition to your name, for front office purposes.
  - Chair- Michelle Gibson – please thank her!
  - Sign Up Genius will be shared for dads and dad-like figures to volunteer the morning of the event. We will need 6 volunteers for each day. From 7 a.m. to 8:20 a.m. They have to be RAPTORed as a volunteer to help. Please encourage them to sign up, so that moms don't have to skip the event to work at it.
- **Santa's Workshop opening night**
  - Date: 12/6/24
  - Time: 5-8 pm
  - Bring your family to see Santa and do some early holiday shopping! This is a great way for students to use their budget skills and support Gene Witt.
  - Food Trucks will be on site for coffee, dinner, and dessert: Two Guys 2 Go, Cupcakes and More by Katie, Guac N' Roll, Kona Ice, and Kona Ice's new coffee truck.
  - Chair - Kiley Cannon
  - Students will be able to shop with their class the following week during school as well. More information will go home.
- **Event Chairpersons needed**

- We are looking for parents to chair these upcoming events in the second half of the year:
  - Movie Night
  - Donuts with Dad
  - Sons Plus One
  - Stock the pantry
- We have had some parents express interest, and we'd like to lock these in. We will have a meeting with interested parents and will set a date soon. Please email us if you are interested in getting more information on chairing or co-chairing one of these events.
- **PTO board vacancy**
  - Carla Santoro stepped away from her role as president. According to our bylaws, as vice president I moved into the president seat. We are looking for someone to fill the Vice President position
  - The duties for the Executive Board and Vice President position are listed in the Bylaws.
  - It is a great role to get involved in to start with. You learn a lot.
  - Please email [GeneWittPTO@gmail.com](mailto:GeneWittPTO@gmail.com) if you are interested in this position.
  - We are hoping to fill it within the next few weeks. Please email us within the next week if you are interested. Submissions are due by 11/14.

### **MINI GRANTS (Shannon)**

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- Mrs. Tabor, on behalf of the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade teachers: Asking for a mini grant to fund the IXL language program for all 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade students. We currently have the math part, but would like the language part. It helps provide tutoring, pinpoint student needs and fill the gaps, can be used at home or at school, and gives teachers extra insight into student understanding. The cost to add it to the existing math package is \$2062.50. The subscription is for one year, so if we buy it now, it will expire next November.
- Vote – Mini grant approved.

### **TREASURER'S REPORT (Shannon)**

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- Still waiting on the payout from Otis, as I mentioned earlier in the meeting.
- We went way over budget on Trunk or Treat, had to spend \$1,600 on candy. (We were trying not to ask too much from the community because of all the storms and damage people had had.) We offset that expense a bit by as a Board voting to move the auction fundraising up to the Monster Mash event. So we're still over budget for this event, but not as bad as we would have been had we not done that.

### **SAVE THE DATE (Kiley)**

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- November 16 – Otis Spunkmeyer Fundraiser Pickup
- November 19-21 – Morning with Mom and Mom-like figures
- November 25-29 - Thanksgiving break
- December 5 - SAC/PTO Meeting
- December 6 – Santa’s Workshop Kickoff
- December 9 – 13 – Santa’s Workshop
- December 18 – Q2 Celebration - Kona Ice
- December 23 - 31 - Winter break

The meeting ended at 7:13 p.m.

## **PTO INFORMATION**

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### **BOARD MEMBERS:**

President - Kiley Cannon

Vice President - TO BE FILLED

Treasurer - Shannon Cooley

Corresponding Secretary - Rachel Smith

Recording Secretary – Laura Anastasia

**EMAIL** – [GENEWITTPTO@GMAIL.COM](mailto:GENEWITTPTO@GMAIL.COM)

**FB GROUP** – GENE WITT PTO (be sure to answer questions before requesting to join)

**ONLINE** – [GENEWITTPTO.COM](http://GENEWITTPTO.COM)

### **GENE WITT FACEBOOK GROUP**

- Please answer the questions and join the GENE WITT PTO FB Group to stay up to date with all things PTO.
- [www.facebook.com/groups/genewittpto](http://www.facebook.com/groups/genewittpto)
- We created this group for security reasons.