

WALNUT GROVE  
ELEMENTARY  
PTO 

General Meeting Minutes  
Tuesday, September 13<sup>th</sup>, 2022  
9:30am

- I. Call to Order at 9:34 a.m.
- II. Approval of Minutes from General PTO meeting August 24<sup>th</sup>
  - a. Motion to approve minutes made by Virginia Hinkle, seconded by Lindsey Mcshea, motion approved.
- III. Principal's Report
  - a. Dads Club was a big success with standing room only. Speaker was Mayor Huffman.
  - b. Parade for Coach Hall, CEF Super Teacher for WGES, was held.
    - i. CEF funds one teacher on every elementary campus.
    - ii. Homecoming parade will begin at 6:30 p.m. for kids that have spots to walk in the parade.
  - c. Last week of September will be Spirit Week leading up to Fun Fest.
  - d. Due to new security protocols, visitors will need to pre-register to gain access to entering the school when attending large events. This will expedite the check-in process.
    - i. Please pre-register if you plan to attend the upcoming book parades in October.
- IV. Officers Reports
  - a. President---- Corie Brown
    - i. First Day Forms- many forms have yet to be completed so the deadline has been extended through next Wednesday. First day forms provide parents with the opportunity to join the PTO, add information to the school directory, select various volunteering opportunities, and fund class parties and events.
    - ii. Family Fun Fest Update- Sept. 30<sup>th</sup>, 2022
      1. Co-Chairs are Elizabeth Wall and Betsy Preston

2. Event will be from 5-8 p.m. and will include food trucks, a variety of inflatables, zip lines, train, face painting and rock climbing.
  - a. Volunteers are needed. Sign-up sheets are available at this meeting or you may contact chairs.
  - b. \$15 per person for advance tickets and \$20 at the door.
  - c. Auction for Time with Teacher
    - i. PTO would like to fund the cost to cover the teacher's expense for auction winners up to \$25 per child and \$25 per teacher for a total of \$2250.
    - ii. Motion made by Ileana Lutkenhaus and seconded by Jenny Fisher, motion unanimously approved.
- iii. Homecoming Parade is Wednesday, September 14<sup>th</sup> beginning at 6:30 p.m.
  1. Packets and shirts will go home today. Meet up at 6 p.m. and the pep rally will begin at 8 p.m.
- iv. Visiting Author
  1. Troy Cummings will be visiting with every grade this Monday and will be available for book signing.
- v. Yearbook
  1. We will be pre-paying for books to receive a 5% discounted rate.
- vi. Teachers Pay Teachers
  1. PTO would like to give a \$100 gift card per each grade level for a total of \$500. Worksheets and other materials can be printed out from the site and used in the classroom.
    - a. Motion for \$500 for Teachers Pay Teachers made by Stacy Vincent and seconded by Bryanna Roop, motion unanimously approved.
- vii. Workroom Laminator

1. The laminator is broken. We have a quote to fix it which includes a one-year warranty and two sets of 3mil lamination film for \$1,808.95.
  - a. Motion to fix the laminator was made by Jenny Fisher and seconded by Elizabeth Wall, motion unanimously approved.
- viii. Landscape project has been completed. Volunteers are needed to keep it fresh and watered.
- ix. Family Sponsor signs are available for pick-up at the monthly exec meetings.
- b. Treasurer---- Erin Jewel (Jessica Tyler will update)
  - i. Recent income and expense items, P&L and Budget were reviewed.
- c. VP Fundraising----Val Patel
  - i. Family Fun Fest updates
    1. Sponsorships are secured with Premier Martial Arts, Millar Family Peavler, Brisco, Ankitha with AM Events and Bayless.
    2. MidLevel has been added to set up a booth.
    3. Deadline for sponsorship has been extended to the end of this week. Contact Val if interested.
  - ii. Dad's Club- Contact Adam Butcher if you are interested in sponsoring this monthly event. Sponsorship would include the cost of covering the food expense.
- d. VP Volunteers----Tara Britton
  - i. Classroom Volunteer Updates- still need volunteer coordinators for Taylor, Ambler, and Barnes.
  - ii. All other positions are filled.
  - iii. Class rosters will be available very soon to distribute.
  - iv. Anything such as flyers/information that is sent home by homeroom parents or PTO requires Dr. Calvin's approval and initials.
- e. VP Community ---- Erica Willis
  - i. No updates at this time. Dates and activities will be presented at the October general meeting.
- f. VP Communications---- Bryanna Roop

- i. Spirit Week will be the last week of September. Look for PTO posts and emails for the theme schedules.
    - ii. Red Ribbon week will be the last week of October
    - iii. Fall Auction will go live September 22 and close on the 29<sup>th</sup>.
      - 1. 9 p.m. Grade Level Time with Teacher
      - 2. 9:15 p.m. Time with Encore Teachers and Administrators
      - 3. 9:30 p.m. WGES Experiences
    - iv. Yearbooks sales will open next week. Submit your memorable messages.
  - g. Advisor's Report---- Danielle Gibson
    - i. Site based requests- see print out.
    - ii. Item 9 will not be classified as Educational Enrichment and will be absorbed under teacher start up supply.
    - iii. Motion to approve \$3,697.26 in Educational Enrichment expenses made by Celina Rivers, seconded by Jenny Fisher, motion unanimously approved.
  - h. President Elect---- Wendy Home
    - i. Volunteers of the month
      - 1. Great job Spirit Shop team-Lindsay Mcshea, Kim Bullock, Betsey Preston and Amy Childress.
  - i. Secretary---- Jessica Tyler
    - i. Thank You's received from Mrs. Koh, 2<sup>nd</sup> grade team, and SPED team.
  - j. New and Unfinished Business-none
- V. Adjournment at 10:17a.m.