

## PTO Meeting Minutes

**Date:** August 12, 2024

**Time:** 3:30 – 4:30 pm

**Location:** Triton Elementary School

### Attendees:

Kim Riddle, Teresa Watkins, Ashley Ameigh, Melissa LaShure, Joel Harman, Christine Cook, Carolyn Crooks

---

#### 1. Communications Director Proposal

- **Discussion:** Ashley Ameigh proposed the creation of a Communications Director position, potentially as a board role. Carolyn Crooks expressed interest in the position.
- **Motion:** Carolyn Crooks was nominated by Ashley Ameigh for the role of Communications Director.
- **Outcome:** The motion was approved.

#### 2. PTO Officers

- **Motion:** Christine Cook made a motion to maintain the current officers for this year:
  - Joel Harman as President
  - Ashley Ameigh as Treasurer
  - Lily Chapman as Secretary
- **Outcome:** The motion was approved.

#### 3. Role Fulfillment Opportunities

- **Discussion:** Opportunities to fill PTO roles were discussed. It was decided to table further discussions for now to establish clear lines of communication and creation of social media pages sharing more details of PTO officer roles, purpose of the PTO, PTO events, volunteer opportunities and other key topics. The matter on call out's for PTO officers will be revisited mid-year for planning the next steps.

#### 4. Social Media and Volunteer Outreach

- **Action:** Social media pages will be created by Carolyn Crooks with support from Ashley Ameigh and Lily Chapman to promote upcoming events and recruit volunteers.
- **Information:**
  - [tritonelementarypto@gmail.com](mailto:tritonelementarypto@gmail.com) is the official email of the PTO.

#### 5. Parent-Teacher Conference

- **Proposal:** October 10th was identified as a potential date for hosting a PTO table during the Parent-Teacher Conference.

- **Action:** Carolyn Crooks showed interest and committed to supporting the hosting of the PTO table at the conference.

#### 6. Field Trips Funding

- **Discussion:** Pre-K to 6th-grade field trips were discussed, with an estimated cost of \$8,000. Walkathons have previously contributed to field trips, but the PTO has not funded them in the past.
- **Action:** The Student Life Foundation may potentially cover \$4,000 of the costs.
- **Further Action:** The group needs to determine how to allocate the existing PTO funds, which currently total approximately \$20,000 and may be allocated to playground equipment or other useful equipment.

#### 7. Goals and Priorities

- **Discussion:** Short-term and long-term goals were discussed, with a focus on setting priorities.

#### 8. Playground Equipment

- **Update:** Christine Cook received a quote for a handicap-accessible merry-go-round, with the total project cost estimated at \$37,000.
- **Proposal:** Kim Riddle proposed the idea of an outdoor classroom. The group needs to decide whether to allocate funds to this project or others.
- **Discussion:** Lily Chapman, Carolyn Crooks, Ashley Ameigh and others showed interest in the idea. Potentially two spaces could be dedicated to the outdoor classroom / sitting & shade area idea as shared by Melissa LaShure. Further research and discussion to be had at the next PTO meeting.

#### 9. Upcoming Events

- **Literacy Night:** Scheduled for November 12 and February 20, shared by Melissa LaShure.
- **Science Fair:** Teresa Watkins committed to organizing the event on February 20.

#### 10. STEAM Opportunities

- **Discussion:** Potential funding from the Marshall County Foundation for STEAM-related activities was discussed.

#### 11. Next Meeting

- **Proposal:** Joel Harman motioned to meet next month to discuss the budget.
- **Date:** September 9th at 3:30 pm.

#### 12. Grade Level Trips

- **Discussion:** There was a brief discussion on grade-level trips and potential for PTO to fund these opportunities or the Student Life Foundation to assist.

#### 13. Walkathon

- **Discussion:** The group discussed whether to set a date for the Walkathon, with Christine Cook suggesting September 9th. The event typically raises between \$7,000 and \$11,000. Christine Cook to discuss further with staff.

#### 14. Alignment with the Student Life Foundation

- **Action:** Ashley Ameigh will determine when the Student Life Foundation will hold their next meeting to discuss potential funding opportunities and collaboration efforts.
- 

#### Upcoming Events:

- Lunch for Parent Teacher Conference (October)
- Popcorn Fundraiser (December)
- Haunted Halloween (October)
- Carnation Fundraiser (February)
- Fun Fair (May)
- RIF (Reading is Fundamental) – National Program (Fall & Spring – twice per school year distribution)
- Teacher Appreciation Week (May)
- Staff BBQ (May)
- Art to Remember (August / September)
- Potential Support for Literacy Night and Science Fair (November / February, February)

**Adjournment:** 4:35 pm

**Minutes submitted by:** Lily Chapman

**Date:** August 13, 2024