**PTO Meeting Minutes**

**Tuesday, Oct 17, 2023**

**Attendance**: Brooke Dimiao (President), Victoria Lamb (Secretary), Melissa Brewer (treasurer), Que Fedrick, Brittany Ellis, Callie Smith, Brittani Heare

* Welcome and Opening Prayer: The meeting was called to order at 6:00 pm by PTO President and Opening Prayer was given by PTO President

**Discussion**:

Treasurer report :

* Overview of budget given
* Spirit ware – still working on adding new items, email will be sent when added
* Cherrydale ended this past week
* Primos was this month spirit night
* Skate night : Nov17 530-7p $10 per person if skating
* There will be no spirit night in December.

Trunk or Treat with Biblical Theme

* October 28th 2-4 p
* Sign up genius for families to sign up is out: name, theme of car, type of car : we have 30 slots available for sign up – so far about 13 cars signed up
* Cars will park and set up in the preschool lot – those just coming to walk can park in gym lot and gravel lot. Games, popcorn, snow cones will be set up by playground and playground will be open for play. PTO will donate games and food.
* We will have a sign up go out to upper school parents for student volunteers for games and food. 1 hour slots with 2 volunteers at each station. Possible volunteer hours if approved by Bible teachers.
* Volunteers to set up food, games, and label lot will arrive at 1130a.
* Expectations of those doing a trunk: arrive at 1p to set up car and lot will close to traffic at 130p. Someone must stay with their car at all times. You will be assigned a # and your spot will be labeled in chalk with said number notating where to park. Biblical themes only, no scary themes and school appropriate. There will be a contest/ prize for best trunk for participants to vote for!
* Expectations for all participants: please no scary costumes.
* We will be taking donations from families for candy, peanut allergy friendly candy, preschool age prizes, etc!

Woot Woot

* November 3rd at 1:30 pm : Heather Worley and Brittani Heare
* December 8th at 1:30 pm – Heather Worley
* Jan 19th
* We are still taking donations!
* We will also donate snacks to the upper school for Midterms (Dec 18-20) and finals at the end of school year – also email upper school parents if they want to donate as well for exam week.

PTO Projects 23-24 school year

• School safety

o Purchasing Life vacs for school – estimate $344 – 3 kits - they have been purchased and arrived at school

o CPR training for staff- $350 virtual for all staff – this was done and all staff have been trained

•Safety kits - $22.28 per kit. 1per class – 30. ALL IN FAVOR TO PROCEED.

Christmas Caroling at Brighter Living TBD for December – Melissa is following up on with facility.

Christmas Shop:

Donations will be accepted from families Nov 13-17 to front office – items most needed: men’s items, teenager items, women’s accessories,etc. Items that will not be taken – perishables, clothing, shoes, and nothing broken or missing pieces.

Sorting and set up Nov 27-Dec 1

Shopping for students: dec 4-8 for 5 people ($1 per gift) and will go back through if enough items left.

PTO wrap night will be Dec 12th – Callie Smith looking into if students can help wrap as a service project as well. Can upper school get volunteer credit and wrap night?

Will need parent donations of wrapping paper, name labels, tissue paper, bags, tape.

Cookies and COCO- Jan 26th 6p-8p

Hopewell parade – partner with the a church to pass out cookies and coco – Dec 3 -4pm

Next PTO meeting 11/28/23 at 6 pm To organize the Christmas shop items