



KWES PTO GENERAL MEETING MINUTES

Meeting Date: Tuesday, March 21, 2023 @ 6:30 p.m.

Meeting Location: Hybrid via Zoom link and at Kyle Wilson Elementary School, 5710 Liberty Hill Ct

BOARD MEMBERS Present: Tracy Woodhead, President | Ashley Shelley, Vice President | Mary Griffin, Treasurer | Karen Manzano, Corresponding Secretary | Jennifer Clinton, Recording Secretary

Call to Order/ Welcome

- Tracy called the meeting to order at 6:31pm. –Motion seconded by Mrs. Taylor Yungk..

Approval of Minutes

- Motion made by to approve minutes from 02/21/2023 General Meeting. --Motion seconded by Ashley .

Treasurer's Report – Mary Griffin

- Mary reported and presented updated Treasurer's report
 - PTO net positive amount of \$6026.07
 - Outstanding revenue items –
 - All American Steakhouse ~\$750
 - Wilson Walk donations
 - Walk and spirit wear t-shirt sales ~\$700
 - Anticipated expenses
 - Picnic tables for outdoor classroom; \$150 each by Hylton High School woodworking students
 - Clubs (under Student Activities budget)
 - Teacher Appreciation Week
 - Mary promoted additional sources of potential revenue
 - Amazon Smile program ending – will triple its donation % of eligible purchases over last 3 months
 - Continue to scan box tops for education

President's Report – Tracy Woodhead

- Tracy expressed gratitude for participation in recent PTO events
 - Bingo Night – over 200 attendees
 - Pi Day – Thanks to those who donated treats for teachers and staff
- Call out for volunteers and donations for upcoming events
- Outdoor classroom discussion
 - Working with wood-working classes at Hylton high School
 - Offering to build picnic tables at \$150 each
 - Hoping to have tables by Wilson Walk or late April
- SOL testing support for students
 - PTO working with administration to provide activities and/or treats to support students

Committee Reports

- Kyle Wilson Walk for Fitness – Ashley Shelley
 - Sponsors have been solicited and set for this event
 - Volunteers and donations still needed for this and future events
 - Call out for community business connections who would like to participate
 - Seeking items for raffle baskets – source of significant income for PTO

Principals' Report – Mrs. Libby

- Mrs. Libby expressed gratitude to the PTO for its continued support of students and staff
 - Bingo Night – amazing turnout and a great community event
 - Pi Day – a tasty and successful event that assisted teachers getting through Daylight Savings time
 - Clubs – kids are having a great time, networking, and pursuing their passions
 - Teacher appreciation events – honors and supports one of the most challenging occupations
 - Book Fair – occurring in conjunction with the Wilson Walk
 - Mrs. Libby encouraged everyone to sign up as a volunteer
 - Stressed that every moment one can volunteer is deeply beneficial to the school
 - Encouraged reaching out to community and neighbors
 - Staff survey – helps ensure that PTO funds and efforts are intentional and well spent
 - 5th grade promotion – information coming soon

Teacher's Report – Mrs. Taylor Yungk

- Mrs. Yungk expressed gratitude for Pi Day
 - Suggested to consider providing Pi Day treats for sleepy students after Daylight Savings Time
- Reported that teachers enjoy running clubs and grateful to PTO for financial support
 - Lots of incentives to students

New Business

- Upcoming Volunteer Needs – SignUp Genius volunteer/donation lists on PTO website
 - Book Fair – April 10-15
 - Wilson Walk – April 14 and 15
 - Staff Appreciation Week – May 8-12
 - Art Show - May

Adjournment

- Calendar of Events:
 - April 15 – Kyle Wilson Walk for Fitness, 9:30am-12:30pm, KWES
 - April 17 – Spirit Night, 4:00-8:00pm, at Chipotle on Prince William Parkway, Woodbridge
 - April 18 – PTO meeting @ 6:30pm
 - May 8-12 – Teacher Appreciation Week
 - May 16 – PTO meeting @ 6:30pm --- ELECTION NIGHT
 - May 26 – School dance (TBD)

- Tracy made motion to close meeting at 6:53pm. –Motion seconded by Ashley.