



## KWES PTO GENERAL MEETING MINUTES

**Meeting Date:** Tuesday, September 20, 2022 @ 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 6:35pm. –Motion seconded by Jennifer.
- Each board member introduced herself online and to live attendees.
- Tracy set up power point of meeting talking points seen by online and in-person attendees.

### Approval of Minutes

- Motion made by Tracy to approve minutes from 06/7/2022 General Meeting. --Motion seconded by Jennifer.

### President's Report

- Tracy welcomed everyone to first PTO General meeting of the school year.
  - Invited attendees needing live Spanish interpretation to get with Ms. Mancil and Karen.
  - Meeting minutes will be interpreted and posted online after tonight.
  - Encouraged questions to be asked throughout meeting; online attendees invited to place questions in the chat function.
- Via a detailed PowerPoint presentation, Tracy explained mission, function, and benefits of the PTO.
  - Bottom line: Inspire students and enhance their achievement, build relationships, and transparent communication.
  - Last year's PTO funded school supplies, house t-shirts, end-of-year celebrations, teacher appreciation gifts throughout the year, and much more.
  - This year: DreamBox already funded, school cubs, field trips
  - Build community relationships: BINGO nights, Kyle Wilson Walk for Fitness, etc.
  - Teacher Appreciation events throughout the year
  - Volunteer opportunities are back!
    - Hero Helpers, classroom assistance, book fair, and so much more!
    - Look for more information and Sign-Up Genius links in PTO emails and social media
  - Monthly newsletter for PTO members
  - Support for our international community with translation services
  - Packed calendar of events online, updated regularly
    - Read-A-Thon, Holiday Giving Tree, Staff Cookie Exchange, Movie Nights, BINGO nights
    - Dance party and Kyle Wilson Walk for Fitness

### Treasurer's Report

- Mary reported that the KWES PTO is in a very good financial situation.
- Detailed Treasurer's report will be sent out by next week with the meeting minutes.

### Committee Reports

- Vice President Ashley Shelly discussed open committee chairperson positions and volunteer opportunities
  - Volunteers needed to lead or serve on the following committees:
    - Community Partnerships
    - Financial Audit

- Hospitality/Staff Appreciation Committee/Chair
- Membership Committee/Chair
- Nomination Committee/Chair
- Spirit Wear Committee/Chair
- Volunteer Committee/Chair
- Event specific committees
  - ✓ Movie Nights
  - ✓ Giving Tree
  - ✓ Pancake Breakfast/Vendor Fair
- Detailed descriptions of all committee needs can be found on PTO website: [kylewilsonespto.com](http://kylewilsonespto.com)
- Spirit Nights – *Irma Stafford* (not present)
  - Tracy praised Mrs. Stafford for all her hard work to date
  - First Spirit Night at Texas Roadhouse raised over \$200
  - Next Spirit Night:
    - October 13 -- Mod Pizza
    - November 8 – Chick-Fil-A
    - December TBD – Barnes & Noble book fair event
- Read-a-Thon – *Maya Claros* --
  - October 11-28
  - Huge annual fundraising event and opportunity to motivate kids' reading
  - Teachers provided a packet and children to be given an online link for tracking
  - Sponsors needed
  - Working on a variety of activities including raffles, Pajama party or Zoom reading night, and more!!
  - Will wrap up with BINGO Night on October 28!
  - More information coming soon!

### **Principals' Report**

- Mrs. Drzewucki expressed thanks to everyone attending this first PTO meeting.
  - Thanked the PTO Board for hosting massive Welcome Back breakfast for teachers/staff in August
  - Gratitude expressed for our volunteers and community involvement.
- New Assistant Principal Ms. Candace Boles introduced herself

### **Teacher's Report**

- No report provided.

### **New Business**

- Survey feedback
  - Tracy invited everyone to complete online survey if not already done.
  - Approximately 60 teachers, parents, and students have filled one out to date
  - Survey topics:
    - PTO Meeting feedback: 52% online, 43% hybrid
      - ✓ Will plan on hybrid meetings at this time
      - ✓ Will provide Spanish translation services
      - ✓ PTO meeting special topics: volunteer opportunities, community resources, food allergies, technology accessibility, social skills, internet safety and many more
        - A 10-15 presentation on a topic planned for each monthly general meeting
        - Will be advertised prior to each meeting
        - Reach out to PTO Board to request topic of interest
    - School clubs
      - ✓ Sports an overwhelming favorite, but open to any ideas.
      - ✓ Just need to secure staff member to head the club, then information for sign-ups and parent volunteers will be sent out to families.
      - ✓ Anticipate most club information be sent out prior to winter break.
      - ✓ Email ideas for clubs to PTO board.

✓ October 7 -- Due date for Robotics Club – *Mr. Wechsler, 4<sup>th</sup> & 5<sup>th</sup> grade only*

## **Announcements**

- Action Items:
  - Join the PTO! \$20/family and no obligation to volunteer or participate
    - Join by October 4 to be entered for chance to win a few raffle prizes
  - Please complete Family & Student Survey if not already done.
  - Please consider volunteering your time in the school or on a committee!
    - Click the Volunteer link on PTO website
    - Volunteers needed at the Book Fair, Committees, multiple events every month!
    - Amazon Smile & Box Tops
  - Back-to-School Night
    - Food truck each night will help raise more PTO funds
    - Check Sea Lion Splash for details
- Contact the PTO Board:
  - PTO Website ([kylewilsonespto.com](http://kylewilsonespto.com)), Facebook, & Instagram
  - Contact us at [kwespto@gmail.com](mailto:kwespto@gmail.com)
- Calendar of Events:
  - September 29 – Back to School night (K-2), 6:30-7:45pm
  - October 3 – Back to School night (3-5), 6:30-7:45pm
  - October 11-28 – Read-a-Thon
  - October 13 – PTO Board Meeting, 6:00pm
  - October 13 – Spirit Night at MOD Pizza, all day
  - October 18 – PTO General Meeting, 6:30pm
  - October 28 – Fall BINGO Night

## **Adjournment**

- Jennifer made motion to close meeting at 6:50pm. –Motion seconded by Ashley.