

Fountain City Elementary School PTO

2910 Montbelle Drive

Knoxville, TN 37918

fountaincitypto@gmail.com

Meeting Minutes

March 9, 2021

The meeting was called to order at 6: 13pm by President, Jennifer Ritchie.

1. Officer and Committee Chair openings/elections for 2021/22 school year:

Jennifer talked about planning for next year's officers and committee chairs and that transition is good for new ideas with new parents coming in next year. Also asking for opinions on 2 year terms. Motion was made by Lauren Wilson and seconded by Zerita Brockman, everyone in attendance was in favor of changing to 2 year terms for officer and committee chair positions.

It was decided that committee chairs can volunteer more than the 2 year term if they would like to continue their position and no one else is nominated and voted in for their role. Nominations will be taken for committee chair positions and then voted on by the executive committee (made up of the officers, chairs, and principal).

Marissa Buchanan stated she would like for someone else to step in for grounds committee chair next year. Natalie Curl has someone in mind for this role, she will ask.

New officers will transition and take office on June 30th board to meet over summer to help with these transitions. May will be elections/determining month for new officers. Committee chairs will be voted on in August.

2 year terms for officers: 3 of the current officers will be going out on 2 year terms (Jennifer Ritchie, President, Zerita Brockman, Vice President and Kristi Pendley, Secretary). Now and into April is a good time to start asking to fill the roles of President, VP, Secretary. If Treasurer, Amber Edrington, would like to switch positions that is an option as well. Amber mentioned she would not mind switching positions and if attendees know someone who would be a stronger fit for treasurer she is happy serve her second year in a different position.

Attendees agreed to begin recruiting for these roles.

6 main Committee Chairs: Community Outreach/Volunteer Coordinator, Fall Fundraiser, Spring Fundraiser, (open to cochairs for fundraisers), Grounds, Teacher Appreciation, Marketing/Advertising (umbrella to include volunteers to lead: yearbook, apparel, PTO membership drive, fence signs, flyers, videos, social media, canvases/photos).

Zerita mentioned idea for a Sam's run person or teacher appreciation/treats are done by that committee chair or VP could do Sam's runs, might help treasurer out.

Jessica Gambino stated she was open to moving into Treasurer, Secretary, or Vice President position.

Lori Hensley stated she is interested in the marketing/advertising committee chair and recruit others to take on some of these responsibilities. Lori has a friend that has a kindergartner and might be interested in treasurer position, Allison is an accountant.

Jennifer interested in fall festival/carnival, grounds, or treasurer

Lauren Wilson interested in fence signs and planning read-a-thon (with Zerita Brockman)

Kristi Pendley interested in helping with anything under marketing/advertising umbrella or helping out with carnival.

Amber stated if someone takes over Treasurer she would be fine with moving up to President.

2. Treasurer's Report: Amber Edrington provided detailed report to attendees.

3. Committee Chair Reports:
 - a. Grounds: Marissa Buchanan – Spring Grounds Day scheduled for Saturday April 10th 9am-12pm.
 - b. Pepcat Pick-Me-Up: Zerita Brockman
March: Lucky Charms bars on 3/10, April: doughnuts
 - c. Volunteers/Community Engagement/Carry Out For Cash: Carry Out for Cash @ Archer's BBQ was Friday 2/19, made \$250.
Next date/location: April 22nd at Salsarita's, all day long!
 - d. Yearbook: Jessica Gambino –LifeTouch online sales is activated, yearbooks can be purchase with code 10026121. Deadline for sales is 3/26
 - e. Video/Media: Natalie Curl/Lori Hensley – video on Ham 'n Goody's spring fundraiser was completed over the weekend. Lori will get code to Ms. Kelly to put on website and Ms Langston will put in email to families and can get to teachers to put on smart boards for kids to see.
Natalie Curl will meet with Ms. Langston about start of videos of kids for teachers, video during recess, will need to get media release? Discussed possibility of asking teachers for 2 representatives/class and have virtual students send in pictures, can just do photos with kids write down and take photos and print out for teachers instead of video. Natalie will be brainstorming and will get with Ms. Langston to establish a plan.
4. Old Business:
 - a. Current: Ongoing online FCE gear store on SquadLocker.com. Jennifer updated website with new spring apparel options. Natalie made a new logo that can be used next year.
5. New Business/Upcoming:
 - a. FCE school needs: Ms. Kelly is requesting \$ for new library books. Ideas of happy birthday and book donation discussed and Jennifer would like Ms. Langston to ask how much she needs to get what she needs and what that looks like for other special areas. Ms. Langston said the \$ given in the past was to keep the library fresh, she will get back with us.
New playground equipment mentioned by Ms. Langston.
 - b. Spring fundraiser – Ham n' Goody's, provided flyers and order forms. Roll out first push with hard copies this Friday, March 12th. Monday after spring break roll out will be link of video on dojo. Sale date starts: 3/22 Ends: 4/6 We pick up on 4/15, will need check. Pick up date for families is Friday April 16th. Jen thinks Ham 'n goody's will sort by teacher, will confirm.
 - c. May Teacher Appreciation lunch: Archer's BBQ nacho bar "Nacho Ordinary Staff". Wednesday, May 5th on the stage.
 - d. Continue to think of more ways PTO can provide lunches/treats for staff: Brynn Coffee and food trucks Shannondale used discussed at last meeting as well as pizza lunch and gift cards for those with dietary restrictions.
 - e. Officer elections will be during PTO meeting on Tuesday, May 11th
6. Principal report and closing remarks: Ms. Langston will get with the appropriate chairs (above) to get information to FCE families about spring fundraiser and video for teacher appreciation.
7. Next meeting: Tuesday, April 13th at 6pm

Meeting was adjourned at 7:20pm