



FCS Parent Teacher Organization (PTO) General Meeting Minutes

December 6, 2022

Attendees

- Attendance: Jennifer Renkema (VP), Karen Lecy-Alvarado (Secretary), Ginny Lee, Martha Arteaga, Melanie Glover, Ty Harman, Jamie Montie, Erin Crowley, Pat Fisher, Kelly Herndon, Kristie Palmer, Michael B

Call to Order

- FCS PTO was called to order at approximately 7:05pm by Jennifer Renkema, PTO Vice President, virtually (zoom) on December 6, 2022
- Opening prayer by Jennifer Renkema

Upcoming Events

Holiday Week Event

- The PTO will host its 2nd holiday week event to celebrate teachers/staff during the week of December 12th with the following events: holiday breakfast, gift card exchange, & cookie event with raffle
- Raffle will include pies & poinsettia give-ways for the winners (staff/teachers)
- Card gift giving will include a thank you mint tag with candy cane
- Signups have been emailed to request donations from parents for food/drink & volunteerism; the PTO will cover any other costs, such as the gift cards

Committee Reports

Staff Encouragement Committee

- The main current event for this committee is Holiday week; other future projects include: continual refreshment of the teacher lounge (as done in November), snack cart for Valentine's Day, Easter bags before spring break, and Teacher Appreciation Week
- Jennifer Renkema, PTO VP, reported that this committee elected its new chairperson, Erin Crowley
- Erin Crowley introduced herself; she is leading the birthday card delivery task for teachers/staff via Blue Mountain

Fundraising Committee

- Martha Arteaga, chairperson, reported that the latest fundraiser in November at Squisito's restaurant raised \$342.50
- There will be no fundraisers for the month of December
- January fundraiser will include another used uniform sale; PTO members & FCS families are encouraged to donate their old, gently used uniforms for this cause (emails will be sent out by administration)
- Other future fundraisers include: Kona Ice in March 2023, Spring Fling

Events Committee

- On behalf of Mel Masta, chairperson, Martha Arteaga reported that this committee is working with the administration on support of various FCS events, such as the spring auction (school fundraiser); more information to follow
- This committee will continue to schedule combined meetings starting again in January 2023

Communications Committee

- No report at this time

Nominating & Membership Committee

- This committee continues efforts to prepare for spring elections for the PTO board

Other PTO Business

Room Parent Program

- Per Jennifer Renkema, she will continue as lead of this program
- All room parents are welcome to contact her directly with questions, suggestions, or other related items
- This program encourages its leads to coordinate class gift options for their teachers for the holiday season

Treasury Report

- The PTO shared the latest PTO financial balance sheet, reviewed by Jennifer Renkema (PTO Vice President)
- Jennifer Renkema also presented the proposed PTO budget to review & vote; items in the budget include: professional development breakfast, Christmas gifts, Teacher Appreciation Week lunch, snack cart, other misc., End of year gifts for those staff members retiring or leaving FCS or other support, welcome back breakfast, fall membership drive prizes, 2nd semester membership mingle, moon bounce purchase for

events, dunk tank rental cost for Spring Fling, other Spring Fling supplies, Field Day supply support (water, ice pops, fruit snacks, or other items)

- The total of this budget is: \$6,235
- The reserve balance of the PTO funds can be saved, or used for requests by teachers/staff for items for use at school
- The PTO's first annual budget was voted & received all unanimous votes "yes" to approve

Open Forum

The purpose of this forum is to address any questions or concerns from PTO leadership and PTO members alike.

- Will the PTO bring back Pizza Fridays? The PTO leadership has been in contact with Papa Johns about bringing back Pizza Fridays (a fundraiser where parents can purchase pizza each Friday for their child, on a monthly basis, for lunch) & will continue to inquire about the possibility of this option
- Will PTO funds also be used to purchase supplies needed for teachers/staff? Although these items were not included in the first (initial) PTO budget, the PTO board does plan to meet with the leads to discuss any supply needs & discuss the possibility of assisting in making purchases
- Can PTO funds be used to purchase the brain pop membership? The cost of this membership is approximately \$4,500 & the PTO may be able to gift a portion of the cost of this membership
- If the church purchases the moon bounce, can they just share it with the PTO/school as needed? Yes, this can be an option or vice versa (the PTO can purchase the moon bounce & allow the church/school to use it as needed for events)
- Will there be another church craft fair? The PTO is unaware of whether this will return; this is a church based fundraiser
- A suggestion was made that the PTO's snack cart server allow the teachers to take a 5-10 minute break while the server supervises their class; will follow up with administration as to whether this may be allowed

Closing/Adjournment

- Closing prayer by Karen Lecy-Alvarado
- This meeting was adjourned by Jennifer Renkema, PTO VP, at 8:05pm.

Respectfully submitted by Karen Lecy-Alvarado, PTO Secretary