



MINUTES

Utica Elementary School PTO

Date/Time 8/15/2023 | 6:00 PM | *Meeting Called By:* Utica PTO

Board Members

Kathy Gilland, Principal; Lacey Morgan, President; Jessica Cooley, Vice President; Lorie Hollis (not present), Vice President; Traci Price, Treasurer; Jami Campbell, Secretary

Meeting called to order by Lacey Morgan at 6:00 p.m.

Present: 9 parents (Christie, Karen, Kelsey, Ashley, Matt, Zach, Lindsey, Elizabeth, Jodie)

Meeting Openers

- PTO Introductions – officers introduced themselves
- Principal's Report
 - Big announcement coming in September, the central office inviting the superintendent, etc. Want something cool for kids to celebrate that would have meaning for pre-k through 5th (option for slime making)
 - May want to invest in bumper stickers or car stickers/magnets; want t-shirts potentially for staff and maybe for kids something else that they can keep but we can't purchase or order anything ahead of time.
 - Date is unknown at this time and a lot of notice might not be given.
 - PTO will gather event ideas via the PTO email and present to Mrs. Gilland. [EMAIL PTO](#)
- Financial Review/Approval
 - Purpose of financials is to be transparent and we are not able to carry funds over. The budget shows the current carryover plus expected income and projected expenses. [SEE BUDGET HERE](#)
 - We have carryover only because it was allocated and saved for something.
 - Trivia night – plan to do two nights this year.
 - Kroger rewards – please sign up for Kroger rewards. Directions on the [PTO website](#).
 - Mrs. Gilland will work on getting a link to the PTO website to the school's website.
 - Teacher appreciation – Mrs. Gilland is ok with doing more breakfasts for teachers.
 - Camp Kindergarten – used to be funded by the community foundation via a grant but once supplies run out, PTO usually funds it. Each year, kids go home with a bag: book, t-shirt, cup.
 - 5th grade graduation – shirts or other item, supplies for the ceremony, parent committee plans and requests PTO to fund
 - Kona Ice – for field day, every kid gets a Kona Ice, no record of payment but Trevor says we have no outstanding balance
 - **Kelsey makes a motion to approve the financials. Ashley seconds. Motion approved.**

Past Business

- Updates from 2022-2023
 - IXL – already paid for

- Sound System – tabled for September

New Business

- Magic Show
 - Planned for September 12, potentially to be used as an event for September announcement. Ashley will explore two show options. [SEE INFO HERE](#)
- Playworks Update
 - Wilson got 50% paid for by the Health Department
 - A service facilitating inclusive recess that teaches students and teachers games that are noncompetitive but are also enjoyable. [LEARN MORE HERE](#)
 - Recess Reboot package cost is \$10,000 which is a one time fee. Potential for additional costs for refreshers several years down the road.
 - Not sure if the company provides needed supplies or if the school will be responsible for purchasing any required materials.
 - Potential for parents to participate in training?
 - Mrs. Gilland will schedule a zoom call.
- Benches Program
 - In the new addition, there is an area for reading and we'd like to supply benches via bottle cap (plastic) donation. \$375 cost plus donated caps.
- Fall Fun Event – tabled for September meeting
- Collecting teacher/school needs – wishlist items
 - Hygiene items are usually well supplied. Most needed are little, little clothes (prek, K, 1st) – will put a clothing donation blurb in the newsletter.
 - Nurse Kelli asked for a child's size blood pressure cuff (approved to purchase)
- Collecting teacher/staff favorites for social media features – want to spotlight a staff member on socials, we will take pictures (includes teachers and staff)
- Donating extra I Heart Utica shirts – donate to the office for their discretion.
- Apparel web orders timeline – table for September meeting
- Fun Run Date Set – Kickoff: 4/10/2024, Event Day: 4/18/2024
 - Lacey provided description of event hosted by Boosterthon
- Playground shade
 - Playground Shades – new company will remove the posts but working as quickly as we can. New Albany JROTC is offering to help with the whole project. Need to decide what we want to shade and what material and what the budget is.
 - Warranty on the old project was supposed to cover the shades themselves.
 - Parents expressed frustration that we fundraised for this a long time ago and it's still being dealt with.

Future Business/Reminders:

- Papa John's Family Night–September 28
- Next PTO meeting – September 19

Motion to adjourn meeting made by Kelsey, seconded by Jodie. Meeting dismissed at 7:01pm