



Amanda H North PTO Executive Meeting

May 4, 2026 | 9am in the PTO Room

BOARD MEMBERS

President Shannon Strauss
First VP Nicole Keswani
VP of Marketing Bethany Vriseman
VP of Events Mallory Darcy
VP of Volunteers Tara Tsagouris
VP of Staff Support Candice Friend and Melissa Miller
Membership Secretary Tamara Gilbert
Recording Secretary Robin Ellison
Treasurer Megan Hartsfield

COORDINATORS

Spirit Night Coordinator Beth & Sarah
School Supply Kit Coordinator Amy Lewis
Room Parent Coordinator Susan Lam
Webmaster Jacob Court
Spirit Wear Coordinator Jacob Court
Copy Room Sarah Rennert
Student Appreciation Week Beth
Pearman and Sarah Rennert
Invest Coordinator: Tamera Gilbert

MEETING AGENDA

Carnival: Mallory Darcy

Treasurer: Megan Hartsfield

Field day: Shannon Strauss

5th grade promotion: Jill Justus

Teacher appreciation: Melissa Miller

May Newsletter: Robin Ellison

Turn over meeting info: Shannon Strauss



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MINUTES

In attendance: Shannon Strauss, Caron Johnson, Jill Justus, Beth Vriseman, Robin Ellison, Lauren Ignomirello, Nicole Keswani, Mallory Darcy, Tara Tsagouris, Sarah Rennert, Megan Hartsfield

Open at 9:06am

5th grade promotion

We started this tradition with the hope that fourth grade would host knowing someone would host for them the next year. PTO is providing ferns & a treat (bakery cookies), Photo Booth. Total number of treats needed: 400-500. Only napkins needed, no plates. ANE is using the new white backdrop for something a little fancier. PTO is setting this up. Ceremony is in the gym. Reception is in the cafeteria. Event starts at 6pm on May 20th.

Teacher Appreciation

Please officially sign up if you can come so Melissa and Candace know who they can rely on. Concern for volunteers re-evaluated, searching for a solution

- Ideas: look for parents that are willing to help but don't want to be officially on a board. Look for families who come often, come to lunch... make a personal call to invite
 - Survey: add to the end of year survey a line that asks if people would be willing to help so we have a list of names
 - Isolate volunteer requests to a separate email rather than within an informal email
 - Make the request feel small... even if you only have an hour...
- continued...



Teacher Appreciation cont.

- Paper sign up that stays at the front desk... “hey would you be willing to stay and help with this”
- Emphasize no need to be tier three
- Streamline communication through Jill - someone to write her a blurb

Treasurer

Carnival brought in \$11,000, actual profit: \$8500

- Silent auction \$1,900 profit
- Pizza hot dog and soda move to ticket items
- Motion to approve the budget, seconded

Spirit nights brought in \$172

Misc donation \$95

Kroger rewards \$423

Build a coyote raised \$33

Carnival

Parking went very well

Feedback

- Tickets need to be more precise
- Silent auction needs to be outside next year... move close to wear people come in. Set up same way, but identify it with tents next time to better define the space.
- Take photos of the baskets and post online
- Value and starting bid shared
- Emphasize the teacher experiences
- Need to keep better track of who won what experiences, and staff can be more proactive
- Gate: need two squares next time.
- Wristbands: Next time maybe hand directly to teachers

Pizza cart pulled out the day before. Plan b worked out great though! Dominos came in with a great deal and. We sold slice for a profit, they did two runs of pizza deliveries. Large pizzas for \$10. Lots of sponsors and they brought their own games. Everyone seemed happy. An abundance of prizes left.

Summer meetings

Virtual meeting with board members, and one on one meetings with coordinators

Utilizing the chat to share dates and important info



Beautification

Jill added that the budget needs a line item for beautification. Only 3 employees, and 9 high schoolers showed up. No families came. We need a service for someone to come in and pull weeds and mulch. We might not be a school full of beautification people. People may have some negative feelings towards the amount of work. However, it's a lot less needed than the previous year. Lawn Doctor has helped us in the past. We have landscaping families here at ANE. Could we get them to agree to a paid job? Maybe at a discount? Beautification is twice a year. Preventative yard work is needed. Only the front is needed for landscaping. A potential ANE Family with a landscaping company would be ideal.

Misc

Yard signs for 5th grade - Who will be in charge of it? Have a pickup date and time. A volunteer is needed. Middle school offered office pick up only or at parent night. Signs - Covid year, schools did it for students.. bought them and put them in yards. However, that was unique to 2020. Suggestion to do it in the front of the school one afternoon at pickup, and just knock it out. Idea to attach the sign pickup to an event we already have, Jill and Caron could sit outside and hand out signs.

Suggestion to have volunteer perks like reserved seats for setup and signup for programs - reserved seats for the helpers. Need to advertise that more. Trying to think of perks parents would actually want. Might be a lot to keep up with. Suggestion to put up a sign emphasizing the need for volunteers. PTO coordinators have lots of concern over volunteers next year, especially for winter event. Suggestion to make it smaller and more come and go since volunteers are sparse. Planning to talk about how we can cut it down over summer.

Carnival comments: average family spent around \$100. It's known to be a fundraiser.

Invest: talk of lowering it or raising it. Trying to find that perfect balance. Some schools have check writing campaigns. Bronze is the majority of our invest income.

Discussion about sponsors and lowering invest too much. Sponsors have been declining at a loss of \$5k per year. Another school is doing a green book fair. Families send in two books and get a coupon for a free book. The PTO and the library split the profit. Easy book fair, low cost, no overhead, maybe avoid due to library book politics

Lost and found: Motion to donate clothes to a WCS Special Needs program managing a store for their learning program. All in favor. Pick up would be Tuesday 19th. Jill will make and all call text to parents notifying them of pick up date so they can look through the items beforehand.



Next steps:

Survey the ANE families

Potential Survey Questions:

Invest

- Would you rather invest at different levels per kids or invest as a check writing campaign per family with a suggested donation of \$150 per family.
- What are you favorite events that we do?
- What do you feel like is a reasonable amount to invest per students? Give price ranges
- What would help you want to volunteer?
- If you have a family business, would you be willing to donate \$ or a trade? Do a specific family sponsor tier?

Jill will send it out this week for us to give parents plenty of time to reply.

Reminders for next year:

Deadline line teacher requests

Invest needs a deadline for incentives

Changing the INVEST teacher incentives to classroom incentives

Field trips - let's clarify the necessity and expectation for these.

Grandparents day! Would love to incorporate it next year.

Assign each person a specific task at event to own that task for a polished, smooth event.

Communicate with Sponsors:

Our fundraising seasons starts July 1st. Plan to delay shirts so that sponsors have more time to be included in the shirt. Signup before the shirts are finalized to have your company showcased. Include sponsos on all print outs. Continue with sponsor banners.

Fundraiser ideas:

Sell shirts for every event

Charge for everyone 2 and up for every events

Invest

- Donation, minimum recommended
- Two tiers, top with perks,

neak a peek 50 registered so far!

Meeting adjourned 10:28pm