AMANDA H. NORTH EXECUTIVE BOARD MEETING NOTES

November 2nd, 2026 at 9:00am PTO Room

Members Present:

President Shannon Strauss
First VP Robin Ellison
VP of Marketing Jenn Martens
VP of Events Erica Hansbrough
VP of Staff Support Susan Lam
Spirit Night Coordinator Tara Tsagouris
Recording Secretary Nicole Keswani
Treasurer Megan Hartsfield
Room Parent Coordinator Mallory Darcy
Mrs. Iggy, Caron Johnson, Jill Justus

AGENDA

Meeting called to order at 9:05am by Shannon Strauss

President's Report:
- Next executive board meeting will be informal and will decorate school for the holiday and have a lunch off campus

- Silent auction had a meeting over the last month and will start working on it

Invest Update: Shannon Strauss presented about the DJ mix recess party on November 14th. We will use up bubbles and chalk and serve hot chocolate. We are at 76% of students investing if free and reduced lunch are included. Announcement will be made Wednesday morning as a surprise for the students. 64% of teacher and staff, 97% of teachers have invested. We are out of the XS invest shirts.

Spirit Nights: Tara Tsagouris presented our spirit nights for the first half year. Grecian spirit night all day on November 10th, no flyer needed. December 8th at Andy's all day, flyer required.

Spirit Wear: Shannon presented spirit wear will end today. A message will be sent out today reminding parents. Only 54 items have been sold this year. Need to consider low numbers for next year. Once it closes, it is a two-to-three-week turnaround for items to be delivered. Once items are delivered to students, we will distribute to students. All items will be delivered by the holidays.

Teacher Appreciation Lunch Updates: Susan Lam presented November 18th will have a soup and sandwich lunch theme. Second and third grade will sponsor the lunch. Dessert and drinks will be provided. We will be using decor from last year. The signup will be sent out this week for the second and third grade room moms.

December will be a holiday snack bar with pastries and coffee on December 16th. We will run a cart from room to room for the faculty and staff. Teachers will receive their PTO gift at this time. All teachers will receive wrapping paper and grade level teachers, SSS, interventionalists, and related arts will receive $50 for classroom supplies. Motion made by Nicole Keswani, second by Mallory Darcy, all in favor.

Treasurer's Report:
The treasurer's report was presented by Megan Hartsfield including review of cash flow, budget, and assets for the July financials. The PTO account is at Regions Bank; the account number is on file. Bank accounts and statements were presented and reviewed by the board. Motion to approve Nicole Keswani, second Jen Martens, all in favor.

Shannon must be included in all messages regarding all purchases and Shannon has final decision on all items.

Newsletter: Robin Ellison presented the November newsletter from the PTO. Reviewed by board and approved.

Santa Event: The title is Santa on Main Street. We will have a town hall entrance. The students will have a little elves market where they can sell their items. It will include a $20 vendor fee and dress like elves. They must bring their own table and no item can cost more than $10. The market will last the entire event. Reindeer station with games for students. Elf workshop with craft. Library to write letters to Santa and read Christmas stories. Price will remain $20. PTO will serve hot chocolate and cookies. Photographer cannot attend event, should we hire another photographer or have families take their own photos? We will purchase the snow machine again.

Dodgeball Recap: Robin Ellison presented a recap of the dodgeball event. Overall, a success, students gave positive feedback. Most students participated in games. What went well: grouping students by two grades, dodgeball game rules, having three zones, designated dodgeball dads, player registration pickup before event, blocking areas, wall signs, tickets for pizza, and utilizing hall games. Areas to improve: move balloon arch, change promos for morning announcements, no more lollipops at events, more micro meetings, only PTO members to plan events, cafeteria was chaos, and possibly move kids back into gym to cheer to help with chaos. Consider adding a morning announcement to the dodgeball winner. Consider moving the date to late September or early October. We need a checklist for all events to clean up the night.

Meeting called to close at 10:30am by Shannon Strauss.