



**ICSAtlanta PTO Membership Meeting
Monday, February 24 6:30-7:30pm**

MEETING AGENDA

- I. Call meeting to order - 6:32pm
- II. Approval of December meeting minutes - approved
- III. Board member reports
 - a. Co-presidents - Carrey Hugoo and Alix Nadi
 - i. Middle School Dance: DJ is booked; have games, prizes, decorations, neon accessories, candy table, photo booth; need to get popcorn, balloons, pizza; flyers will be passed out at carpool; parents can donate prizes (CFA/Brusters gift cards)
 - ii. Campus Beautification Project: a success so far, parents are keeping the teacher lounges well stocked!
 - iii. We will be selling graduation yard signs the last month of school
 - iv. Board elections next meeting! Read position descriptions on PTO website
 - b. Parliamentarian - Uli Ingram
 - c. Treasurer - Justin Mackey
 - i. - Chipotle night was decent \$170.
 - ii. - getting over \$400 from the Kendra Scott valentines event.
 - iii. - chick fil a has been steady Freddy between \$300-\$400 each time.

- iv. - assume Carrey will be talking about dance otherwise I would list costs far
 - v. - business license was renewed with the state
 - vi. - tax documents filed with IRS, we don't pay any tax but have to file for non-profit status
 - vii. - biggest point to highlight is we received quarterly statement from Publix last month and was \$190 for the quarter. They don't cut a check for less than \$250 so we get that \$190 with the next quarters settlement assuming the total amount. Is over \$250.
 - viii. That is the lowest quarterly amount we have ever had with Publix so the phone numbers versus the cards has been unfavorable. Need to continue to get word out as it is easy money.
 - ix. Kroger has steadily increased over the last year but their payout is not as lucrative as Publix.
 - x. As for job duties: standard bookkeeping, taxes, insurance, licensing and handling banking, square, Venmo, etc
- d. VP of Special Programs - Ashley Craig-Diaz
- i. WatchDOGS has been a huge success, parents are wanting to add it to upper campus
 - ii. Teacher Appreciation lunches have been getting less participation, but the teachers are so appreciative - please donate!
 - 1. need to add coordinator to help with this next year (one for each campus)
- e. VP of Student Enrichment - Tami Laye
- i. Teacher Appreciation Week is May 4 - 8 - will message room parents
 - ii. Administrative Asst Day is April 22
 - iii. Teacher Favorite Things list needs to be updated
 - iv. Would like to add a Room Parent Coordinator next year
 - v. Six Flags Reading Program has started - easier to do now that it is online
 - vi. Staff restroom baskets have been re-stocked and we will be adding additional baskets - need donations, please drop off at front desk & label them for Tami Laye
 - vii. Box Top submission is 3/2 - app is working better!
- f. VP of Fundraising - Lia Balanag and Claudia Simon

- i. Will be sending a survey out to find out preferences for days, hours, businesses, events, etc.
 - ii. CFA is the biggest fundraiser
 - iii. Will create a draft calendar for next year
 - iv. Need to add a coordinator or two for next year
 - g. VP of Community Relations - June Price
 - IV. New Business
 - a. STEM fair
 - i. Need a parent to spearhead and create a formal proposal for the school; need a teacher sponsor
 - ii. Bring proposal to PTO Board and we can help submit it to the school
 - iii. Look into collaborating with other schools in the area
- V. Adjourned 7:38pm