



**PTO Agenda
July 16, 2024**

Members in Attendance	
Board Members	Andrea Faller (Additional Admin) Nick Ford (Teacher Liaison) Erika Allen (Treasurer) Lindsey Packer (Secretary) Michaela Champlin (Principal) Jessica Maurais and Amanda Cross - (Co Chairs)
Other Members	-

Agenda Item		Board Notes
1	Meeting Schedule	<ol style="list-style-type: none"> 1. Third Wednesday of the month @6:30 <ol style="list-style-type: none"> a. Original flier said 6 - will make adjustment to 6:30 and sign up sheet/preference sheet will be available at Warm Woodland Welcome 2. Opening up dates/times to new members <ol style="list-style-type: none"> a. September 18th meeting @6:30 b. AC will bring snacks c. Flier to go home on first day of school to families d. Parent Square message sent home the week before e. Looking to set up a Parent Square with PTO
2	Warm Woodland Welcome Aug. 29 - 5pm-6pm	<ol style="list-style-type: none"> 1. PTO Presence for Apparel, new members and Ski Club presence <ol style="list-style-type: none"> a. Will set up a booth outside b. Flier for apparel c. Flier for Ski Club d. PTO will purchase a portable wardrobe for apparel 2. PTO shirts- need to order for anyone interested <ol style="list-style-type: none"> a. Jessie Byram helped with the Body Covers order last year b. Color Coded shirts a possibility for spring order
3	Update by-laws :	<ol style="list-style-type: none"> 1. Confirm current bylaws are still acceptable



		a. Changes will be made via notes and uploaded.
4	Treasurer Update	<ol style="list-style-type: none">1. Funds- What is the balance of the current account, where does money go, etc.<ol style="list-style-type: none">a. Bank of NH is usedb. 3 accounts (Playground, Main, School Store)c. JM will need to join the account (will also be the second signer) and PC removed.d. Looking to include a debit card on the business account
5	Planning for the year	<ol style="list-style-type: none">1. Try to plan a few months ahead for planning and convenience of the members<ol style="list-style-type: none">a. Looking to get access to the website via PTOb. Thinking about adding basketball hoops to each field - MC will look for a quote to see if this is something we want to pursue further2. First fundraiser<ol style="list-style-type: none">a. Looking to do Charleston Wrap
6	Trunk or Treat	<ol style="list-style-type: none">1. Date is October 24, 20242. \$5.00 donation requested3. Possibility of looking to do a candy drive or asking for a donation from a business to help supplement the candy output
7	Field Trips	<ol style="list-style-type: none">1. What is the limit for the other schools- does it make sense to adopt this?<ol style="list-style-type: none">a. PSS and ESS have a budget per student modelb. WHS looking to switch to budget per student model as of the September 18th student count
8	Other	<ol style="list-style-type: none">1. Creating flier to go home with students at beginning of the year2. Welcome back wagon for teachers room- first week back?<ol style="list-style-type: none">a. Can use the BJ's gift card for snacksb. JM will work on a bulletin board in teachers' room3. WHS PTO will purchase a visa card and a greeting card to support the ESS family