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**Long Creek Elementary School**  
**PTO Board Meeting**  
**Thursday, October 6, 2016**  
**6:00 pm**

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**MEETING MINUTES**

**Meeting called to order at 6:05PM**

**Introductions made by all attendees**

**Discussion Items**

**PRINCIPAL UPDATES**

- Ms. Simpson thanked all parents and staff for their involvement in the Book Fair and Family Fun Night. She conveyed that she thought the Book Fair was a success.
- Ms. Simpson recognized the parents attending the PTO meeting, as well as the parents that participated in the Room Parent meeting.
- Technology – The PTO has agreed to offer a fundraiser in support of either repairing Long Creek’s current technology or purchasing new technology, as updates are greatly needed. Ms. Spangler is in need of more Chrome books and/or iPads.
- Ms. Simpson reminded parents that the first “early release day” is Wednesday, Oct 12th. School will dismiss students at 12 noon. She noted that this is a day used strictly for professional development to increase the teaching staff’s knowledge base and help improve instruction.
- Fall picture day is on Friday, Oct. 14. Student are not required to wear uniforms on this day.
- October is Bullying Prevention month and an important date was missing from October calendar: October 19th is Unity Day (which represents anti-bullying/standing up). All students are allowed to wear an orange shirt on this day with uniform bottoms.
- Parent-Teacher conferences will be held during the last week of the month. The official day is Oct 31<sup>st</sup> and students are out of school on this day. However, teachers may begin meeting with parents as soon as October 24th. Ms. Simpson would like to encourage dads and male guardians to attend the conferences.
- During the conferences, teachers will share the results of the September beginning of year assessments. Teachers will also review end of year expectations.
- Mr. Henry and Mr. Gillian are preparing to restart the Long Creek men’s group.
- Next SLT meeting is Tuesday, Oct 18<sup>th</sup> at 5:00pm in Media Center.

**PRESIDENT UPDATES**

- Book Fair – Fall wrap up and Spring announcement
  - Several volunteers supported the Book Fair and Family Night. Total sales for the week were \$8,463, which is in line with last year. Total profit is

\$1,805. The PTO will work with Ms. Simpson to determine exactly how funds will be utilized. Monies are typically spent on a literacy efforts.

- Spring Book Fair will be held the last week of February and will flow into the first week of March – Monday, Feb 27 through Friday, Mar 3rd. The theme is “Reading is S’more Fun” (a campfire theme).
- March 1, 2017 is a half-day of school. This may have a slight impact on sales. The Book Fair will also be tied into Dr. Seuss’s birthday which is Mar. 2<sup>nd</sup>
- Bring Your Family to School Week will be held during the week of the Book Fair.
- The PTO may try to hold a BOGO Fair in May. This type of fair can typically be held if a school holds a fall and spring Book Fair.

- **Uniform Consignment Sale**

- Lindsey Tatum was interested in leading a possible Uniform Consignment Sale. The PTO will need to pull a committee together. The anticipated timing of the sale is around the first of spring. Emily will follow-up with Lindsey offline.
  - The idea for the Consignment sale is as follows: twice a year parents would be able to bring in uniforms that their children have outgrown. The swap would be held in the Long Creek gym and each piece could be sold for \$.50 to \$1. Proceeds would be donated to the Long Creek PTO for a particular initiative to be determined.
  - As an incentive, families that donate clothing would have first choice/early access to purchasing new items.

- **LuLaRoe Clothing Fundraiser Event 11/19**

- LuLaRoe is a consultant-led clothier, with several sales consultants in Charlotte and surrounding areas.
- Barnette Elementary had a fundraiser in which they allowed LuLaRoe consultants to purchased tables in the school gym for a one-day sale. Funds from the table sales (not the merchandise sales) went to the school.
- Ms. Gommel brought the idea to the PTO and thought there would be several consultants that would want to purchase tables for a sale at Long Creek. The PTO is currently considering Saturday, November 19<sup>th</sup> as a possible sale date.
- A parent suggested that the PTO consider allowing other vendors to sell their merchandise on the same day.

**VP ENGAGEMENT UPDATES**

- Possible fundraising chair that doesn’t want to be named yet
- Touch A Truck
  - Touch A Truck was discussed in the September PTO meeting as taking the place of the Long Creek Carnival. It will be a hands-on event where children can view a variety of trucks/cars up close. The PTO will also source additional vendors for the kids to enjoy: food trucks, face painters, etc.
  - The event was initially scheduled for Saturday, November 5th to be held on the Long Creek campus.

- Emily and Yolanda noted that more volunteers are needed in order to make the event happen. Currently, the committee is made up of about 5 people.
  - Some vehicles have been secured, but at this time there are no sponsors and no donations. The sponsors/donation would help keep the expense of having the event at a minimum from the PTO.
  - Several actions are needed in order to get the event off the ground. Calls to food vendors, calls to sponsors, marketing, "day of" help secured, etc.
  - At this point, it seems the PTO would be rushed to pull off a successful event off by Nov 5<sup>th</sup>. Therefore, a suggestion was made to cancel the event for the current school year and begin planning now in order to hold the event at the start of the next year.
  - Tentative date is Saturday, Sept 16, 2017. A committee should be pulled together now in order to start planning for next fall. Sponsors and vendors should be contacted now.
  - A parent noted that they have already contacted a few people willing to donate their time or merchandise to the event.
  - It is recommended that the PTO offer another (smaller) "give-back" event in place of Touch A Truck. Parent suggestions: have a bake sale and apple cider night; offer a golf tournament; hold a dance
- **Spirit Night 10/11**
- Spirit Night will be held at East Coast Wings next Tuesday, Oct 18<sup>th</sup>. A flyer will be distributed via PeachJar. 10% of all restaurant sales on this date will come back to the school. Patrons do not have to indicate Long Creek in order for the school to share in the profits.
- **Additional Spirit Nights**
- McDonalds spirit night Dec 15<sup>th</sup> at Northlake mall from 5-7pm.
  - Ms. Simpson asked if McDonalds still offered McTeach night. Yolanda will research the idea with restaurant and Ms. Simpson will determine if there is any staff interest.
  - Other possible Spirit Nights include:
    - Checkers game
    - Bounce U
    - Sports Connection
    - AMC Northlake
  - Additional fundraisers suggested by parents:
    - Consider offering students the opportunity to pay a dollar on early release days for a personality day
    - Research the use of employer matching gift programs in lieu of fundraising. Parent has stepped up to help spearhead this activity.

### VP OPERATIONS UPDATES

- **Thanksgiving Dinner Event 11/17**
  - A suggestion was made to have a Thanksgiving Dinner for Long Creek Families on Nov 17<sup>th</sup>. The school cafeteria workers offered to stay late on this night.

- Ms Simpson is open to the idea, but suggested making the event a luncheon and bringing in Renaissance actors. To have a lunch event, the students' lunch times would need to be longer.
- It was discussed to have this event take the place of Touch A Truck. Parents could pay a set fee for food (turkey, dressing, cranberry sauce, etc) and the PTO would pay the cafeteria workers.
- The PTO needs to further flush out the details of this event.
- Other ideas for events came out of this discussion:
  - Hold a book character dance. It was noted that Books Alive is Nov 4<sup>th</sup>.
  - Consider a Father-Daughter dance and a Mother-Son night
- Spirit Wear
  1. Fall Sale closed
    - Sales from the Open House orders and the fall order forms were \$1,254.54.
  2. Winter Sale dates
    - Winter sale date is TBD. Typically the second sale is held after holiday break. More information to come.
- Room Parents
  - Room parent meeting held last week. Meeting was successful, however 3 classes are still in need of room parents. – Killman, Hill, and Virtue. Rhonda McNutt and Dorothy Figueroa volunteered to be room parents for Ms. Killman's 4<sup>th</sup> grade class.
- Other Updates
  - Chess Club starts on October 21st at 7am. The club is free to Long Creek Students. Mr. Henry, the teacher sponsor, is working on the flyers.
- b. Financials Update –
  - Emily is in conversations with potential new Treasurer - Sonja Timmons.
- c. Miscellaneous-
  - Next Meeting – November 3<sup>rd</sup>

### ROUNDTABLE

- Parent Suggestion:
  1. Provide snacks to teachers that stay after school to volunteer during PTO events. This may be an added incentive to teachers to help with events.
- Meeting adjourned at 7:30pm