



**Longfellow PTO Meeting
Meeting Minutes
6:30pm, August 6, 2024
Virtual**

Attendees:

1. Tree O'Connor-Co-President
2. Melissa O'Dell-Recording Secretary
3. Dana Bynum-McMurry-Co-Treasurer
4. Danielle Zuhlke-Co-VP, Community
5. Blair McGath-VP, Fundraising
6. Cristina Ocoun-Co-VP, Diversity
7. Gayle Rudman-Co-Treasurer
8. Amy Jefferson-Principal, Longfellow
9. Pamela Simone-Co VP, Community
10. Lisa Shea-Co-Teacher Liasion
11. Kate Ernstrom-Volunteer Coordinator
12. Tori Morris-Ass't Principal, Longfellow
13. Jennifer Price-Co-President
14. Leanne Scaro-Co-Teacher Liasion

I. Call to Order 7:02 pm CST

II. Intros and Welcome

III. Principal/Staff check-in (Amy & Tori)

- A. The newsletter went out re: Kinder Meet & Greet
- B. Curriculum Night is Sept 5th, 5:30-7:30pm CST
- C. Gearing up for welcoming the students
 1. Band will be present again
 2. The route info will be forthcoming.
- D. Coffee with the principal will start on Sept 6th, 8:15-9:00 am CST
- E. Institute Day will be M-W and then there will be school on Thur and Fri
- F. Class lists will go out on August 16th
- G. PTO can connect with Yolanda for the Kinder list

IV. Miscellaneous Business

- A. Tree asked to locate the Bylaws
 1. Melissa sent the 2018 By-laws
- B. Wait on Smartphones want to have a picnic at the Back to School event.

1. The Board was in favor of this.
 2. As a reminder, since the Back to School Picnic will occur before the next meeting the Board approved an increase to the budget so that food tickets for Taco Mucho/Cuzzo's/Robinson's could move forward.
- C. Pampered Chef Fundraising opportunity will launch at the end of August and go through the first week of September. There is a double the donation promotion going on and all that Blair needs to set it up is the 501c3 letter and approval from the Board. The Board agreed.
- D. Volunteers Needed
1. Classroom liaisons
 - a) Discussed comms around this and looked at Whitter for an example.
 - (1) Be a contact/communication person in the classroom.
 - (2) Make it "low lift"
 - (3) Put a pic/blurb of who the liaison is in the teacher's communication to families
 2. Volunteer list should be revised and updated to reflect new roles
 3. Roles needed:
 - a) Olympic Day (tentative-5.16.25)
 - b) Carnival (tentative-2.8.25)
 - c) Fun Run (tentative-10.18.24)
 4. Kinder Meet up(s)- 8/16, 8/17, 8/18 (Post in FB group. Right now there are 50 people in the group)
- E. Content for WHAL
1. Send to Sarah Enloe
- F. Provide ideas for Sept 18th Community Meeting with Dr. Shah

V. Budget

- A. We will have one more Exec board meeting before we present the planned budget to the community.
- B. We need to articulate our fundraising goals to see if we can balance the budget. People want to understand where the money goes and also understand the sustainability of the budget.
- C. From this meeting till the next one, we will work offline
- D. Another mini-meeting may be needed before Sept 18th, especially if it is apparent that we have a significant deficit.

VI. Meeting Adjourned at 9:03 pm CST