

# Bay Lake Elementary PTO Meeting Minutes

## November 5, 6:30pm, Cafeteria

**Attendance:** 13 in attendance. Candace Rondeau, Brent Johnson, Leah Fenton, Katie Earl, Tatum Delia, Christine Lee, Kevin Jones, Sean Fenton, Pilar Fernandez, Rick Caldie, Dexter Culbreath, Marcos Pascotto, Patricia Quesnel

**Call to Order:** Candace Rondeau calls at 6:39pm

**Approval of Previous Minutes:** Sean Fenton motions to approve, Leah Fenton seconds, all approve.

### **Presidents report (Candace Rondeau):**

- Orange County will be taking over responsibility for the shade structure purchased last year by PTO. Legalities are being worked out now. County will also be adding two water bottle filler stations for the school. Placement TBD. We would like one in cafeteria and one outside by the PE Pavilion.
- Calendar Review, including upcoming events:
  - 11/7 Literacy Night
  - 11/5-11/13 Book Fair
  - 11/13 Thank you treat for teachers
  - 11/15 Field Day
  - 11/20 McDonald's Spirit Night
  - 11/21 Teach-In Need more volunteers.
  - 12/2 Last Jeremiah's Night
  - 12/9-12/13 Annual Holiday Shop - Sign Up Genius going out soon Looking for 3 people each day plus 2 board members. Shop will be open daily 8-3 (except Wed, closes at 2)
- Volunteering - Looking for additional volunteers for Field Day and Book Fair
- Tatiana (former Bay Lake Mom) is offering to help reach the Brazilian community. Patricia Quesnel (meeting attendee) is a resource as well and communicating with Brazilian families via What's App.

We have many local businesses that have agreed to donate for various events. We will be highlighting them on our social media page as the events take place. The list includes:

- Panera Bread
- Pizza Hut
- Kekes
- Dunkin Donuts
- Publix
- NYPD Pizza Metro West
- Anytime Fitness

Portables are being removed (estimated January). PTO office is now the old art room inside the school. We will be able to use that space for our Holiday Shop.

Plants will need to be repurposed from that area. We will look to put together a Saturday for this task.

### **Treasurer's report (Brent Johnson):**

- Working on tax return due 11/15
- Still looking for volunteers to take over Treasurer for PTO next year
- Currently have \$32k in the bank. In the process of talking with Mrs. Kimble to see what the school needs may be. Technology and Media Center are top priorities. School needs printers. Many classrooms do not have printers. Currently we have about 2 per grade level versus the 7-8. Proposed purchasing 22 printers to cover 3rd, 4th and 5th grade classrooms. Current printers will be redistributed to K-2 classes. Approx. cost of 22 new printers: \$5k. County would take on the maintenance. Brent presents a vote to approve the purchase. Katie motions to approve, Leah Fenton seconds, All in favor.

## **Bay Lake Elementary PTO Meeting Minutes (cont.)**

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### **Committee Reports:**

#### **Leah Fenton, VP of Fundraising**

- Jeremiah's Ice Night earnings for 11/4 was \$60. Our next ICE Night will be Dec 2.
- Krispy Kreme fundraiser will be postponed until after the new year.
- Field Day shirts will go home this week
- Winter Wonderland catalog fundraiser not as successful as we hoped. Out of 800 students we had 5% participation. We made \$1,358. We do not plan to use vendor again.
- Read-A-Thon will be our next big fundraiser December Parents Night Out - \$20/child

#### **Tatum Delia, VP of Events**

- Teacher Appreciate event taking place next week. Morning Room Service that includes door tags for teacher's to select beverage, pastry and fruit.

### **New Business:**

Welcome, Claudia Martinek, VP of Operations

**Meeting Adjournment:** Leah motion to adjourn at 7:11pm, Katie seconds. All in favor.

### **Next Meeting TBD**

Katie Earl , Communications Secretary PTO