

# General PTO Meeting

Panther Lake Elementary Cafeteria

April 23, 2024 @ 6:30pm



## Members In Attendance:

Michelle Sugarman	Cindy Woodcock
Anne Witte-Russo	Jennifer Lopez
Lydia Warmasley	Dr. Christine Syzmanski
Jillian Artis	Whitney Stephens
Derrick Agustin	Celine Biaugeaud
Karin Mesquita	Krissy Meehan
Martina Lanfersiek	Jamie LeBoeuf
Christina Butler	Gretta Vieira
Jazz Lund	

1. Call to order made by Mrs. Sugarman at 6:31pm. Mrs. Mesquita made a motion to approve, motioned seconded by Mrs. Lopez. Motion carried.
2. Approval of Previous meeting minutes
  - a. Minutes from the previous general meeting were reviewed. Mrs. Mesquita made a motion to approve, motion seconded by Mrs. Lopez. Motion carried.
3. President's Report
  - a. Vote for approval of the 2024-2025 PTO Board Nominees
    - President Nominee: Cindy Woodcock
    - Vice-President Nominee: Derrick Agustin
    - Media and Marketing: Whitney Stephens
    - Events and Fundraising: Celine Biaugeaud
    - Multilingual: Jennifer Lopez
    - Treasurer: Krissy Meehan
    - Secretary: Martina Lanfersiek

- b. Opened the floor to other nominees. No other nominations were submitted.
- c. The vote was moved to all members present. The vote was unanimous and the motion carried. Congratulations to the new members of the PTO Board. Thanks were given to the outgoing board members for their service to Panther Lake Elementary.

#### 4. Treasurer's Report

- a. Budget review through April 1, 2024. The accounts are reconciled to March.

#### 5. VP & Committee Reports

- a. Teacher Appreciation Committee, led by Mrs. Artis.
  - 1) Teacher Appreciation Weeks will be held in two separate weeks. The Administration will hold their Appreciation Week during the week of May 6th-10th. The week of May 13th-17th will be the Appreciation from the PTO and the families of PLE.
  - 2) This year's theme is Farmer's Market.
  - 3) During the week of May 13th-17th, the following activities will be held.
    - Monday, May 13th - brunch from Jeff's Bagels
    - Tuesday, May 14th - custom drinks from Sacred Ground Coffee
    - Wednesday, May 15th - parfait bar
    - Thursday, May 16th - charcuterie boxed lunches
    - Friday, May 17th - flower bouquets
  - 4) Mrs. Artis asked for volunteers who can help accept deliveries and to clean up the Conference Room at the end of the day. Mrs. Sugarman said that a signup genius will be posted for Teacher Appreciation Week on the PTO social media.
  - 5) Mrs. Artis also requested if families have decor or dishes that fit the theme and can loan it to the PTO to decorate the Conference Room to please contact a Board member.
- b. 5th Grade Celebration
  - 1) Will be held on Friday, May 17, 2024. Set up will begin at 10:30am following the 5th Grade Moving Up Ceremony.
  - 2) Dr. Szymanski has approved to have the 5th Grade Celebration in the cafeteria. Kindergarten through 4th grade will have lunch in their classroom and teachers will rotate classrooms to provide break coverage.
  - 3) This year's theme is the Luau Glow Party. The Board has hired a vendor to provide special glow in the dark furniture and a parent volunteer has begun creating the decorations for the party. The windows will be covered with black kraft paper to darken the room.
  - 4) Volunteers are needed to set up and clean up the cafeteria. A sign up genius will be created and posted to the PTO's social media pages.

6. New Business

- a. No new business was raised.

7. Meeting adjourned at 7:07pm. Mrs. Mesquita made a motion to approve, Mrs. LeBoeuf seconded the motion. Motion carried.

**End of Minutes**

**Minutes Recorded by Anne Witte-Russo, Secretary**