

Sargent Elementary School
PTO Meeting
August 26th, 2024

In attendance: Sam Smartt, Dana Barlow, Patrice Reynolds, and Lavonda Castillo.

Meeting called to order at 2:34 pm by Sam.

1. Motion to accept the minutes from May made by Sam and seconded by Patrice. Motion passes.
2. Treasure Report: Withdraws for refunds to Jen Kimberling and Sam Smartt. Withdraw made for fridge and student back to school gifts. Motion to accept the treasure report made by Dana and seconded by Sam. Motion passes.
3. Teacher Update: From Lavonda Castillo - Lavonda is now the Interventionalist. She is also the AP, RTI, and 504 coordinator, as well as the DAC. Mrs. Castillo supports different reading and math groups throughout K-5. Mrs. Castillo is having a good year so far. No other teacher updates.
4. Old/New Business
 - a. Request for Funds Form - a new form has been made for teachers and staff to fill out for a request for funds for educational supplies, field trips, fundraiser supplies, etc. for the PTO board and members to look at and approve or deny. These forms will be looked over at every scheduled meeting unless the requestee contacts a PTO board member and asks for the form to be looked at earlier than the next meeting. Two forms have already been filled out and returned to our PTO box
 - i. From LaRae Mattive - Mrs. Mattive requested funds in the amount of \$68.00 for supplies for her classroom. Motion to approve to spend the amount of \$68.00 on supplies for Mrs. Mattive's room was made by Sam and seconded by Patrice. Motion passes
 - ii. From Lavonda Castillo - Mrs. Castillo requested funds in the amount of \$556.43 for the remainder of the amount for a color printer and cartridges after she was able to use some money from the donors choose grant to cover some of the cost of the printer. This printer will benefit all the teachers in the Elementary. Motion to approve to spend the amount of \$556.43 for the remainder of the cost of the printer made by Sam and seconded by Patrice. Motion passes.
 - iii. Sam will email both Mrs. Mattive and Mrs. Castillo about the approval of funds that they requested.

- b. Book fair will be held December 9th-13th. It will be a Christmas themed book fair this year. We will discuss the schedule for volunteers for the book fair as it gets closer.
- c. Teacher lunch was approved back in May, but a date was not set. We set the date for a teacher lunch for September 6th.
- d. The soda machines were taken back by Pepsi in the Elementary and Secondary Schools. We will be in contact with the Principal, Mrs. David, on if she has any information about getting new soda machines. We discussed possibly helping out with getting a new soda machine or something to replace the one that we had.
- e. Vibrant Valley will be taking the school pictures in the Elementary this year.

The next meeting will be September 23rd @ 3pm.

Meeting adjourned @ 3:45 pm.