

Tommie Barfield Elementary School
Minutes of the Monthly Meeting of the Parent Teacher Organization - PTO
September 6th, 2022
8:45 AM

Location of Meeting:

Tommie Barfield Elementary School - Media room
101 Kirkwood Street
Marco Island, Florida 34145

Present at Meeting: Reading Coach Molly Skudnig, President Janice Cox, Vice President Christine High, Treasurer Shaunna Rohletter, Secretary Sarah Greif, Volunteer Coordinator Siobhan St. Amour
(See Sign-Up Sheet for list of Non-Board attendees)

The Regular Meeting of the Tommie Barfield Elementary School - Parent Teacher Organization (TBE-PTO) was called to order at 0845AM on September 6th, 2022 by PTO President Janice Cox.

I. Approval of Agenda

The Agenda for the meeting was distributed and Unanimously Approved.

II. Review of Previous Minutes

Motion was made by Janice Cox and Seconded by Sarah Greif to approve the Minutes of the previously held TBE-PTO General Meeting.
Motion Passed without objections.

III. Discussion of Agenda Items

1. Volunteer status update
Introduced by Janice Cox
-82 signed up on August 19th

2. PTO Communication with parents
Introduced by Janice Cox
-Barfield Banner article is due September 21st

-Shaunna Rohletter will continue to post weekly on our social media platforms.

-CPL's list was sent by Mrs. Hope on 8/25. Siobhan St. Amor reached out to all CPLS. All classes should have received an introductory email from their assigned CPL.

3. PTO Committee chair

Introduced by Janice Cox

-Fundraising Committee Chair: Janice Cox and Sarah Greif

-Monthly Staff Breakfast Chair: Ashley Heflin

-Holiday Shoppe Chair: Mary Gentile

-Teacher Appreciation Chair: Shaunna Rohletter

-Balloon Committee: Katie Tierny and Christine High

-5th grade Committee: Susan Johnson

-Social Media Chair: Shaunna Rohletter

4. New PTO Fundraiser/gifts for the upcoming year

Introduced by Janice Cox

- Dine out at Joey's raised \$1500. Next Dine out night is scheduled for 10/6 at the Italian Deli.

- Will check back with Principal Ledbetter in regards to Amazon Smile.

-Fun run will be held at TBE and date is to be determined

-Car magnets will be sold for \$5 by PTO. The manatee and White background TBE were the most popular design.

-Tailgate/movie night at TBE date is to be determined.

-Winn dixie fundraiser is in the works. They will supply buckets and paint.

Students will paint at either at a family fun night or in art class then they will returned to Winn Dixie to be sold.

5. Event dates for 2022-2023 year

Introduced by Janice Cox

- Monthly staff breakfast dates are 9/27, 10/25, 11/29, 01/24, 02/28, 03/28, 04/25 and 05/23. Set up and delivery is to be done the day prior.

- Picture Day is 9/20 and retakes are 11/2. Spring pictures will be on 3/1.

- Dad takes kids to school day is to be determined.

- Walk/bike to school day will be held on 10/5. We are looking for volunteers to help pass out gifts that morning.

-Pumpkin sales: Pumpkin theme will be announced in the Wednesday communication folder on 10/12. PTO will sell in car rider loop on 10/12 and

10/13. Pumpkins will be displayed in a location to be determined from 10/24-10/28.

-Holiday Shoppe: Delivery will be week of 11/14. Set up will be on 11/28 and 11/29. Preview day will be 11/30 and PTO will sell 12/2-12/9 with an extra day if needed on 12/12.

-Marco Island Christmas Street Parade will be held on 12/10.

-Literacy Week will be 1/23-1/27.

-Spring Fundraiser will be 2/27-3/11.

-Leadership day will be held sometime in April. Date to be determined.

-Teacher appreciation week will be 5/1-5/5.

-5th grade celebration will be held on 6/1. We have secured the Marriott and made the initial deposit. Graduation yard sales will be sold for \$20 each.

6. New Business

Introduced by Janice Cox

- Jill DiZio, a retired TBE teacher and board member of the Marco Island's Women's Club has offered their support to our PTO. They have 140 members to aid us in our volunteer efforts. We may contact Jill through Molly Skudnig when we are in need of extra hands.

IV. Next Meeting

The next General Meeting of the TBE - PTO will be held on October 11th at 8:45am in the Media Center

The next Board Meeting of the TBE - PTO will be held on October 3rd at 8:45am via WebEX

This meeting was Adjourned at 09:45AM by PTO President Janice Cox.

Minutes submitted by: Sarah Greif, PTO Secretary

Minutes approved by: Janice Cox, PTO President