
August 12, 2019 | 6:00 PM | Meeting called to order by Sarah St. Andre at 6:15 PM

Panera Bread, 43670 Greenway Corporate Dr., Ashburn, VA 20147

Attendees: Chia Richardson, Shannon DePrado, Erin Mastrangelo, Sarah St. Andre, Antonia Yerby, Ashley Sullivan, Jen Steverson

Approval of Minutes of the Previous Meeting

Approved by email

Treasurer's Reports

Current Balance: \$21,565.89

1. Outstanding- Danzenbakers Back To School Bash (under budget)
 2. PayPal balance- \$4,981.10 (includes lunches and BTSB pizza orders)
 - a. Not as smooth because of fees being charged
 - b. Hopefully it will be smoother the next time around- encourage parents to see if there is a fee before they click submit
 - c. Must send \$ through friends and family to avoid fees
 - d. Create a generic write up to send out to parents advising them how to pay to avoid fees.
-

Committee Report

1. Lunch
 - a. Pizza will bring in about \$75 a week
 - b. Lunch is at 11:00. Have pizzas ready for pick-up from store b/w 10:20 and 10:30.
 - c. Miriam mentioned possibly doing another day of Chick-Fil-A
 - i. We will stick with Market Salamander for now to support the Middleburg Community.
 2. Garden
 - a. Sold some more shirts and made a little money.
 - b. Had garden train on Friday (8/9) and it went really well.
 - i. Kids are saving food scraps for compost bin.
 3. After School Clubs
 - a. Things are ready to go.
-

NEW Business: Topic, Discussion Leader, Allocated Time

1. Spirit Wear
 - a. Mr. Robinson is possibly interested in working on this
2. Parent Communication Task Force
 - a. 4 task forces created by Mr. Robinson (Academic, Parent, Character, Community)
 - b. Parent Task Force
 - i. Mr. Robinson mentioned having a parent volunteer of the month
 - ii. Volunteer will be more focused on parents that come to help in classroom or with teachers
 - c. PTO will eliminate the PTO volunteer of the month.
3. Back to School Night

- a. No date yet, but will probably occur late August/ Early September
- b. Parents want to know what is going on in the classroom and what the teachers expectations are for students at home and in the classroom.
- c. Have teachers explain the MCCS acronyms to parents.
4. Outdoor Classroom
 - a. Items wanted/discussed for outdoor classroom
 - i. Benches by the blacktop, outdoor storage, solar lights (?), nice decorations
5. Parking Space Funds
 - a. Ask teachers if there are things the school needs
 - b. Leave some of the \$ in the account
 - i. Ashley is requesting some funds to paint the USA map on the blacktop
6. Field Trips
 - a. Escobar put in a request for Quarter 1
 - b. Discussion on if we want the total to be \$750 per quarter or make it \$500 and then \$250 to help with transportation if they need it
 - i. Decided on going with \$750 total per quarter per grade level
 1. That amount includes transportation
 2. No extra above that to help with transportation
 - c. Field trip \$ can roll over from quarter to quarter, but not year to year
 - i. Teachers can't use funds for quarter 3 in quarter 2, because the money for quarter 3 comes in from BWS.
7. BWS
 - a. Things are happening!
 - b. Parents volunteered to run the cookie room and to help with finding sponsorships.
 - c. We will not use a trailer this year for the parade, but will have the students walk for the parade.
8. PTO Meeting Schedule for 2019-2020
 - a. September 20th
 - b. October 25th
 - c. November 15th
 - d. December 20th
 - e. January 31st
 - f. February 21st
 - g. March 13th
 - h. April 24th
 - i. May 8th

Action Items

❖ Chia

- Generate a generic write up for parents about submitting PayPal payments

❖ Ashley

- Ask teachers what furniture they would like to have for outdoor classroom
- Ask teachers for a Wish List of items they would like for their classroom
- Ask a teacher for volunteers, or have Safety Patrol students, water flower pots at the front of the school each morning.

❖ Erin

- Talk with Mr. Robinson about PTO procedures (field trips, Stipend requests, etc.)

❖ Jen

- Get in contact with Olivia to set up the pool party contract

Next Meeting & Adjourn

Next meeting is Friday, Septmeber 20, 2019.

Meeting adjourned at 7:55 PM