

# LFE PTA BOARD MEETING

Date: Friday, April 28th

Time: 2:45 PM

Place: Longview Farm Elementary

TOPIC	DISCUSSION/FINDINGS/CONCLUSIONS	FOLLOW-UP/ RECOMMENDATIONS	
<b>CALL TO ORDER-Angie</b> Inspirational Thought-Martha Approval of past meeting's minutes	Call to order at 2:48 Jalonna motion; Jennifer Baker second to approve past minutes		
<b>Dr. Ryan Rostine</b> <b>PTA party for Dr. R-happy hour for parents?</b>	Maybe or 4:00-6:00 or 5:00-7:00 pm drop in at Long Bell pizza; adult only with evite		

*\* - Indicates Holdover Topic*

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<p><b>New Business</b></p> <p><b>Angie</b>-calendar dates for rest of the year</p> <p><b>Angie</b>-officer and chair transition/principal transition</p> <p><b>Sara</b>- beautification, new officer training, MO PTA conference</p> <p><b>Martha:</b> Graduation/Staff appreciation day</p> <p><b>Gentry:</b> Cookie Connection Jennifer-Box Tops</p> <p><b>Shar</b>-Finance update</p>	<p>Not much left for the end of the year</p> <p>Volunteer appreciation - Pool swimming party- week night during June</p> <p>Officer and chair transition is in progress; Principal transition at retiree reception</p> <p>Photo plague, bench, plagues and poster need someone to be here for delivery at 5:00 pm</p> <p>Is 200 cookies enough or should we ask for 400 cookies for the retirement party? Ask for donations for retirement party and then cover 6th grade graduation from existing budget.</p> <p>Hospitality:</p> <p>Our next event is Staff Appreciation Day on Tuesday, May 2nd. I am using most of my remaining budget to have Habanero's catered in for the teachers &amp; staff.</p> <p>DARE Graduation:</p> <ul style="list-style-type: none"> <li>• Five 5th Grade volunteers have been secured for the event.</li> <li>• We have exchanged emails with Officer Hicks regarding his contribution to the decorations and goodie bags. He will drop items off at LFE for us when he has everything gathered.</li> <li>• Using DARE supplies from PTA closet, and will fill in with additional napkins, table covers, balloons, etc. We are trying to use leftover cotton candy from the carnival...depends on whether or not we can find more bags around town so there is one for each student.</li> <li>• Will purchase cookies and lemonade from Hy-Vee (we will also serve Gluten Free Girl Scout cookies)</li> <li>• Flyer for LFE PTA Facebook page is complete and attached.</li> <li>• Will contact Ms. Tomlin, Nicki and Kid's Country to alert them of the event, and have Nicki set</li> </ul>		
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	<p>6th Grade Recognition</p> <p>Dr R moved the event to LSW PAC, so we have been in contact with Monte Seabaugh at West, who is the Activities/Athletics secretary. We will provide her with a layout for the commons set up, as well as a detailed list of items we need to utilize that evening. They are providing us access to rolling carts to unload &amp; bring items in, ice &amp; water to fill dispensers, and an additional 3 easels needed for photo boards.</p> <p>LFE Café is allowing us to use the cooler to chill the drinks &amp; providing gloves for serving refreshments.</p> <p>Jeri and Nicki (custodians) will coordinate for volunteers to access the building the day of the event to pick up drinks/coolers and the day after for dropping items off from cleanup. We will come the next day to return items to their proper place.</p> <p>8 5th grade parent volunteers have been requested and at this point we have 6.</p> <p>Cookies will be purchased from either Costco or Hy-vee (due to the additional LFE event, retirement reception the week prior, &amp; having a smaller cookie connection committee this year) Jennifer Ward, Be Free Bakers will be preparing cupcakes &amp; cookies for the gluten/nut free option. She is donating the cupcakes &amp; we are purchasing the cookies. 12 dozen cupcakes will also be purchased at Hy-vee. (Hy-vee donated \$100 gift card and there was \$51.76 left from the gift card donated for last year's event) Lemonade &amp; water will be served.</p>		
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	<p>Photo boards of Kindergarten and 6th grade pictures will be on display. We had almost a whole class (24 kids who did not attend LFE for Kindergarten) and after many attempts to contact via email, phone calls, and teacher help—we have them all! Another fun photo display will be up, featuring “the Future Me”, along with a photo booth area. Dr R was gracious enough to donate funds to purchase a photo studio stand &amp; black muslin background (as in the past he has assisted with lemonade or other items needed) We have a banner for Class of 2023 &amp; balloons. Black &amp; white candid photos taken from the yearbook folder of pictures will also be displayed.</p> <p>Table decorations, cups &amp; napkins have been purchased/created for each the 4 stations around the commons, with a drink and refreshment table in each set. Hopefully that will allow people to spread out some, and avoid longer lines. Martha has the tablecloths cleaned &amp; ready for use. Silver trays from Student Ambassadors are being picked up from Ms Wimberly.</p> <p>When Dr R shares the invitation to the recognition night, Martha will post it on FB too.</p>		
<p><b>Officer/Chair discussion</b>  <b>Jessica (not in attendance)</b>                  Jacki                  Martha                  Sara                  Shar/Jalonna                  Heidi</p>			

Meeting Adjourned at 3:48 pm

Attendees: Jalonna Bowie, Sheila Haines, Jacki Snyder, Jennifer Baker, Gentry Scavuzzo, Martha Willard, Sara Sinks, Angie Lucchi, Heidi Hoggatt, Ann Rastorfer

*\* - Indicates Holdover Topic*