

Navarro Elementary | PTO Meeting Agenda

September 27, 2021

❖ September Recap & August Meeting Minute Approval

- August Minutes and officer selection approval
- PTO Shirts Designed and Pre-Ordered (31 shirts)
- September Involvement
 - FFS Snacks 9/3 - great turnout from parents
 - Grandparent lunch photo props & 2 sign-in table volunteers
 - 2 Picture Day Volunteers 9/21

❖ Officer Election

- **President:** Jessica Warren
- **Vice President:** Tiffany Munk
- **Secretary:** Jill Wright
- **Treasurer:** Staci Baker
- **Marketing/Communication:** Jennifer Guana
- **Yearbook Coordinator:** Ebonee Watson
- **Board Reps:** Adrian Cooksey, Madison DuBose, Bekah Laine, Krystan Mohlenoff, Ami Sparks

❖ Treasury Update - Staci Baker

❖ Marketing/Communication for PTO - Jennifer Guana

- Fall Student Assembly Program Options
- **Going with the Steam Museum 2 days**
 - Volunteer Sign-up Opportunities - Sign-up Genius
 - Fall Festival Order forms going home in folders

PTO involvement for October

- **First Friday Snacks**
 - **Decor & Set-up** - 9/30 at 5:15p
 - Friday Set-up and clean-up help

Only 1 person from the sign up was at meeting, she was shown where everything is.

Lyndsay and Allison not at meeting

- **Book Fair Preview (6 volunteers)**
 - Morning Volunteers (3)
 - Afternoon Volunteers (3)
- **Fall Festival** - October 20th - 5:30p - 7:30p
 - Alongside 2nd Grade Music & BookFair
 - Discussion/Planning
 - Deadline for pre-orders - October 6th

-Jessie Maddox-looking into barrel train

-Amy Sparks-looking into concessions and popcorn

-Brittany Hayden-getting hay bales

-Bekka Layne-looking into chick-fil-a trailer

-Shaelynn- Will check with church about pumpkins

-Face painting-asking H.S. student

-Principal Wilson-popcorn machine

-Michelle-getting banner from her husband for fall fest

Pricing on pumpkins-7?

Earliest set up if we use parking lot is 3:45

We can use circle to set up anytime

➤ **Panther Run - October 28th**

■ 12 volunteers needed (6 for morning/6 for afternoon)

■ PTO providing snacks & waters for all students (565)

➤ **Behind The Scenes Breakfast - November 5th**

■ Sign-up Genius Sign-up

Next Meeting: Monday, November 1st at 6:00p - NES Cafeteria

Fall Festival - Wednesday October 20, 2021

Volunteer Sign-up

****please put name and cell number****

Set-up/Decorating/Pick up Food/Etc.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Pumpkin Decorating

5:30p - 6:30p

- 1.
- 2.
- 3.
- 4.

6:30p - 7:30p

- 1.
- 2.
- 3.
- 4.

Food/Drink Table

5:30p - 6:30p

- 1.
- 2.
- 3.

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6:30p - 7:30p

- 1.
- 2.

Clean Up after event

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Panther Run - Thursday, October 28, 2021

Volunteer Sign-up

****please put name and cell number****

8:30a - 12:00p (first grade and kinder)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

12:00p - 2:30p (2nd and 3rd Grade)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

NES Book Fair Preview - Friday, October 15, 2021

Volunteer Sign-up

****please put name and cell number****

8:00a - 11:30a

- 1.
- 2.
- 3.

11:30a - 3:30p

- 1.
- 2.
- 3.