

April PTO Meeting Minutes
Micanopy Academy - 4/4/24
Called to order by Kelly Higgs-Rick at 5:30pm

Attendance

Kelly Higs Rick (President)
Barbara Finch (Vice President)
Lindsay Nunez via text communications (Treasurer)
Amanda Buckley via telephone (Secretary)
Mr. Kline
Angela Davis

Old Business

- Identified/clarified items approved during last meeting for Mrs. Orbe's donation request.
- Discussed improvements for PTO presence
 - Mr. Kline will follow up with his idea of more digital marketing using Meghan
 - Mr. Kline will follow up about getting PTO leadership access to PTO email list
 - Mr. Kline to follow up about getting meeting minutes posted on the school website consistently
- Mr. Kline to confirm if the \$500 put aside for the athletics department has already been deducted from PTO funds
- Mr. Kline to follow up about getting a treasury report for each meeting
- Shed - received but still needs to be assembled. Mr. Smith & Mr. Johnson plan to assemble. Mr. Kline to follow up on timeframe.

New Business

- Teacher Appreciation Week
 - Teacher Appreciation Breakfast Monday 5/6/24
 - Barbara Finch will create and send out sign up genius on 4/29/24
 - Muffins, breakfast casseroles, coffee, tea, juice, etc.
 - Teacher Appreciation Lunch Friday 5/10/24
 - Barbara Finch to reach out to Brianna Lee about catering and cost
- Fall Festival
 - MA responsible for festival trash duty
 - MA booth form to be filled out asap
 - Plan to sell water, jolly rancher pops, raffle a Christmas basket
- Discussed thinking of some sort of thanks to MACS for collaborating with us in fundraisers this year
- Discussed PTO at meet the teacher
 - Table for signups and information
 - QR codes on flyers to join PTO FB page and possibly PTO email list
 - Possibly Kelly Higgs-Rick to speak briefly at meet the teacher about PTO
 - Send out letter to parents from PTO

- Donation request from Mrs. Smith for chess boards and dictionaries. Amount requested \$360.58 approved
- Donation request for Mr. Kline for small dictionaries. Amount requested \$76.78
- Angela to learn how to create a QR code so we can have them ready to put on everything
- Discussed getting changeable signs to put out at pickup line to alert parents to PTO meetings, events, etc.

Fundraisers

- Blue Highway Spirit Night \$68
- Skate Station fundraiser on 4/5/24
- Micanopy Color Run - joint collaboration with MACS
 - Share link to all school families. Select school during registration process.
 - Send out MACS volunteer signup genius to MA families
 - Post on MA PTO FB page about color run and signup genius
 - Post on MA FB page about color run and signup genius

Next Meeting: May 2, 2024 at 5:30pm

Meeting Adjourned at 6:40pm

Minutes taken by Angela Davis