

SUMMERLAKE ELEMENTARY SCHOOL PTO

BOARD MEETING MINUTES

Meeting Details

Date Of meeting:	April 25, 2024
Call to Order:	6:05pm
Board Members Present:	Teresa, David, Angel, Jenny, Vanessa, Stephanie and Ms. Bender ei
Board Members Absent:	Linda, Erin
Guests:	

Agenda Details

Motion to approve March 28, 2024 Minutes: Made Motion 2nd Motion Motion to approve minutes passed.
President's Report: Reallocation of funds - proposal will be in New Business Voting will be during new business as well Angel was recognized as volunteer of the year.
Principal Report:

Summerlake Elementary FAST PM 2 & 3 Testing Schedule

Grade Level	Subject	Date
4-5	Fast Writing Assessment	April 2, 2024
3-5	Fast ELA	May 1, 2024
3-5	Fast Math	May 2, 2024
Kg-2	Fast ELA	May 6, 2024
Kg-2	Fast Math	May 8, 2024
5	Science	May 7, 2024
5	End of Course Exams-Art	May 13, 2024
5	End of Course Exams-Music	May 14, 2024
5	End of Course Exams-P.E.	May 15, 2024
5	End of Course Exams-Health	May 16, 2024



4/22-4/26-Teacher & Staff Appreciation Week observed

4/26 - All library books are due

5/1-Not an early release day (testing day)

5/2 - Progress Reports distributed

5/3 - School lunch early release day

5/8 -Not an early release day

5/9 - SAC Meeting

5/13 - 5/21 - Device Collection - Assembly line process. Check to make sure everything is working. Then fines determined.

5/14-Kg promotion-Pressman, Rolax, Rosa

5/15-Kg promotion-Olivera, King, VanDeventer

5/16- & 5/17-2nd grade wax museum

5/17-5th grade promotion ceremony-6-7 pm Horizon HS

5/20-5th grade celebration

5/21 - Water Day k-4

5/23-Class parties

5/24-Last day of school

All lost library and textbooks must be returned or paid for by the last day of school.

Science testing is heavy content.

Kids to be here and on time.

5th grade finishes with art, PE and health. End of course exams. Specials first thing in the morning. Assessment window goes to the last day of school.

Thanks to PTO for teacher/staff appreciation.

Vice President Report: Angel

Staff Appreciation. Wiffle Ball tournament was a good time. Tailgate party. Will finish the week with the bang.

Volunteer Appreciation.

Vice President Report: David

Family Fun Night. Solar Bears game. It was a hit.

Treasurer Report:

07/01/2023 - 06/30/2024
PTO BOARD RESERVE FUNDS

Account	For		Withdrawal	More/-Less
21-22 Board RFs for Future Projects			Budget:	(\$50,000.00)
	There are no transactions to display.			
21-22 Board RFs for Future Projects	Net:	\$0.00	Totals:	\$0.00
			Budget:	(\$50,000.00)
22-23 Board RFs for Future Projects			Budget:	(\$50,000.00)
	There are no transactions to display.			
22-23 Board RFs for Future Projects	Net:	\$0.00	Totals:	\$0.00
			Budget:	(\$50,000.00)
Purchase of AR 23-24 school year			Budget:	(\$6,034.84)
Axiom Bank			(\$6,034.84)	\$0.00
Purchase of AR 23-24 school year	Net:	(\$6,034.84)	Totals:	(\$6,034.84)
			Budget:	(\$6,034.84)
Professional Development Books for Teachers			Budget:	(\$1,191.20)
Axiom Bank			(\$1,191.20)	\$0.00
Professional Development Books for Teachers	Net:	(\$1,191.20)	Totals:	(\$1,191.20)
			Budget:	(\$1,191.20)
PTO BOARD RESERVE FUNDS	Net:	(\$7,226.04)	Totals:	(\$7,226.04)
			Budget:	(\$107,226.04)

2024-2025 Reserves

Account	For	Withdrawal	More/-Less
24-25 PTO Carry Over Reserves		Budget:	(\$5,000.00)
	There are no transactions to display.		
24-25 PTO Carry Over Reserves	Net: \$0.00	Totals: \$0.00	\$5,000.00
		Budget:	(\$5,000.00)
AR License Reserve		Budget:	(\$8,000.00)
	There are no transactions to display.		
AR License Reserve	Net: \$0.00	Totals: \$0.00	\$8,000.00
		Budget:	(\$8,000.00)
Future Projects Reserve		Budget:	(\$17,500.00)
	There are no transactions to display.		
Future Projects Reserve	Net: \$0.00	Totals: \$0.00	\$17,500.00
		Budget:	(\$17,500.00)
2024-2025 Reserves	Net: \$0.00	Totals: \$0.00	\$30,500.00
		Budget:	(\$30,500.00)
Grand Totals	(\$7,226.04)	Totals: \$0.00	\$130,500.00
		Budget:	\$0.00

03/25/2024-04/19/2024**Fundraising**

Abbott's spirit nights \$183.56
 1/2 page ad in yearbook (\$100.00)

School and Staff Support**Staff and Teacher Appreciation**

March FF Breakfast
 for Asst Prin Appreciation
 Plant for Ms Pinckney for Asst Principal Appreciation
 Picture printing for Asst Principal Appreciation
 April First Friday (\$214.78)

Staff Appreciation Week

TAW decor
 Decor items for TAW
 Cups for hydration station for TAW (\$44.59)

After School Educational Enrichment

MCN tape
 MCN Tape (\$43.20)

Promotion Ceremonies and Celebrations

5th grade celebration decor
5th Grade celebration decor (streamers)
T-shirts for 5th grade students and teachers

(\$1,006.75)

Family and Community Engagement

remaining medals from Gallop

(\$123.00)

Decor Hooks from Dance

(\$47.91)

Communications

Decor for Vol Breakfast

Volunteer Breakfast

Flowers for Vol Breakfast

Volunteer Appreciation Breakfast

(\$435.11)

PTO Operations

Google Suite

Frog Tape (to be used for multiple applications; magnet

Amazon Yearly Sub

Neighborhood Storage - Monthly service fee

Wix Monthly sub

Reimbursement from Book Fair

\$200.00 (\$352.25)

Totals:

\$447.84 (\$2,367.59)

showing funds still in tact.

Ryan: Square on all the receipts.

Fundraising Report:

First Place Spirit Wear - Sale ends in 2 days. Free Shipping with the code Mom24. New things on there.

Secretary Report:

Upcoming Spirit Nights

- 5/1 - Abbott's - PTO
- 5/6 - Huey Magoo's - ESE

Audit Report

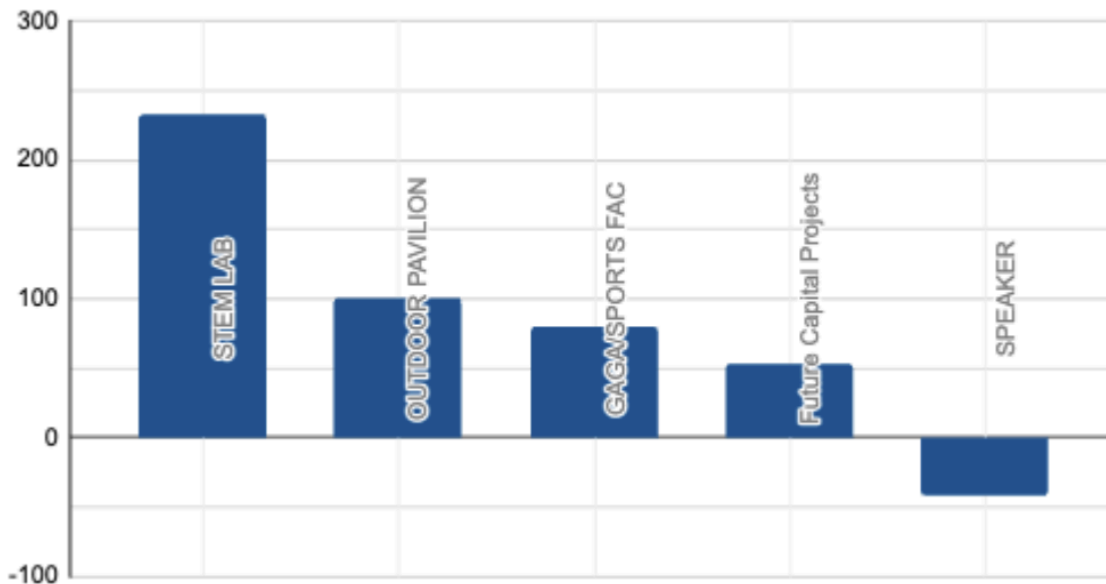
BUSINESS

Old Business

New Business

Reallocation of Shade Structure Funds:

	Very Favorable (2)	Favorable (1)	Neutral (0)	Unfavorable (-1)	Very Unfavorable (-2)	SUM	Responses
STEM LAB	105	29	8	5	1	232	148
OUTDOOR PAVILION	51	39	30	16	12	101	148
GAGA/SPORTS FAC	51	31	32	15	19	80	148
Future Capital Projects	27	37	57	16	11	53	148
SPEAKER	19	20	44	31	34	-41	148



Future Capital Spending Allocation - a poll was conducted with current and prior PTO members. Based on the findings, the Executive Board is proposing the following allocation for your consideration and vote.

Total Current Reserve: \$117,500

STEAM Lab - \$45,000 allocation - Mrs. Cox spoke with the science dept. Will go in the maker space in the library. Questions: Ryan - Wish list? Yes. Priority? We already have 1 3D printer. Need training.

Bender: don't need 3 3D printers. Max 2 is what we need. Would rather purchase more B Bots for the younger learners. Mrs. Cox worked with the science department. Kids are choosing arts and puzzles, etc. Can program the BBots. We already have lego kits that could be utilized more. Have other ideas for furniture and stuff.

2 tables on wheels and a mobil station next to it.

Bender: wants the storage for it.

Ryan: This will be an immediate purchase.

Bender: Wants it set up at the beginning of the school year.
 Shade Umbrellas - \$49,440 allocation. Aaron Lake working on. Sent a couple of different options for an immediate need. This is a bridge until this happens. Quote includes pole wraps. 6-8 week leeway time. Can get started right away. More like tot lot cover. Not like the sunsail for the playgrounds.

Question: How many? 2.

Amber: This will go off to the side. Will go over in the grassy area.

Veronica: How big? 20x20

Amber: Hurricane rated. Permanent. Will stay even after shade structure installed.

iReady Math - \$13,060 allocation - for the year. Ms. Bender had a round table with teachers and students. This will be for the 24-25 year. Pending OCPS not bringing it back. Will know in the next couple of weeks.

Future Outdoor Projects - \$10,000 allocation

*Future Outdoor Projects are pending portable removal as Ms Bender would like to create a plan to utilize that space. Possible ideas include a pickleball court, extra sport courts, etc.

Item	Quantity	Price	Total
LEGO Coding Express	18	\$249.95	\$4,499.10
Ozobots	3	\$2,990.00	\$8,970
Ozobot Crawlers	6	\$30	\$180
Ozobot STEAM Kit: OzoGoes To The Solar System (8 pk)	6	\$285	\$1,710
Ozobot STEAM Kit: OzoGoes To The Sun, Earth & Moon (8 pk)	6	\$215	\$1,290
Dual-Tip Washable Color Code Markers	12	\$8	\$96
Robo E3 Pro	2	\$998.75	\$1,997.50
Filament Paper	25	\$202	\$5,050.00
Horizon Makerspace Series Mobile Cubbie Storage with Doors (Storm Gray with Apple Edgeband)	4	\$1,385.10	\$5,540.40
School Smart Chart Paper Pad, 32 x 24 Inches, Unruled, 25 Sheets	8	\$19.02	\$152.16
Demco FLEXplore Gear Guard Table w/adjustable legs	2	\$1,049	\$2,098.00
Demco FLEXplore Gear Guard Mobile Workstation	2	\$1,019	\$2,038.00
GRAND TOTAL:			\$33,621.16

STEAM:

Met with Ms Bender. Proposal from Mrs. Cox's collaboration with the OCPS Science Dept.

Additional funds added to allow for any additional needs in storage or utilization.

Katie: everything allocated? \$10,000 left for future.

Angel: Its the breakdown of the survey.

Breaking down everyones wants.

STEM and Shade were the biggest ones.

Have to allocate. Can't leave the allocation fluid.

David: only had 5 categories. Iready was the biggest thing from teachers.

New board would re-allocate next year.

Teresa: STEM Lab is the only thing spending on now but shade structure starting now. Immediate purchase is the STEAM lab.

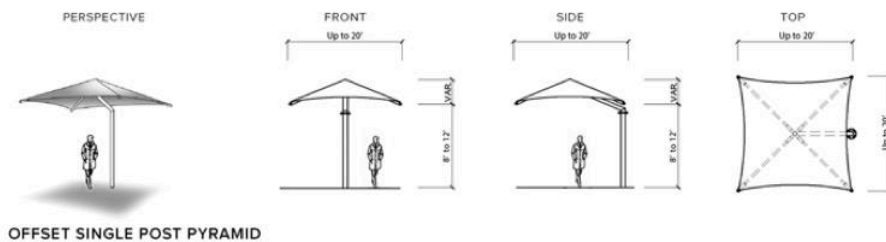
Veronica: Shade in lieu of an outdoor pavilion?

Bender: Don't know when coming to get the portables. Envision where the first set of portables are is where the first step of the project will be. Kids need more stuff to play on.

Pavilion will be over by the portables.

Offset Pyramid Umbrella

SINGLE POSTS



Offset Pyramid Umbrella - Costs

- Supplier: Shade Systems • Ocala, FL
- Soft Costs:
 - Utility Locate and marketing: \$1,500.00
 - Permit Costs: \$400.00
- Hard Cost:
 - Temporary fencing installed for installation area: \$2,000.00
- Hard Costs (each unit):
 - Umbrella: \$8,975.00 (15'W x 15'D x 10'H)
 - Installation: \$5,895.00
 - Footing Dig & Rebar
 - Concrete Pour
 - Offset Pole Installation
 - Shade Installed



Offset Pyramid Umbrella – Next Steps

- PTO & Admin Approval
- Allocation of Funds (needed for OCPS)
- Begin B-14 Application process with OCPS with assistance from SE Admin
 - Preliminary plans, drawings, costs, requirements have been submitted to school administration for review by OCPS administration.
 - Once Approved – we move forward in OC Permitting
- Upon B14 Approval we get official drawings and stamped engineering plans completed for permitting
 - OC Permitting is typically a 7-14 day process
 - Once Permit Approval
 - Release for fabrication to Shade Systems out of Ocala, FL
 - 6-8 week process
 - Installation, once scheduled, is a 3 week process



iReady Math:

Ms Bender had a roundtable with both teaching staff and students. There were also multiple requests to bring back iReady in the PTO polling.

iReady Math would be a subscription for the 2024-25 school year and could be continued on a yearly basis, with a membership vote.

Sent out a poll survey. STEM most requested.
Met as a board and came up with some plans. Also met with Ms. Bender.

Motion to make a vote for reallocation?
Rachel made motion.
Vannessa 2nd it.
Passed.

Voting:
President: Veronica Solarz
Vice President: Maggie Senese
Vice President: Amber Schrimsher
Treasurer: Sara Miller
Secretary: Katie Marquiss
Motion to vote? Ryan made motion.
2nd.
Pros or cons?
Consent? Ryan.
Objection? NO.
Motion carries.

Questions -

Veronica recognized current board.

Teresa made motion to adjourn
Stephanie 2nds.

Adjourn at 6:42