

Three Oaks Middle School
PTO MEETING MINUTES
October 23, 2023

∇∇ = Volunteer opportunity ⇒ = Action required

Members Present: Tiffany Biros, Amy Custo, Doug Halsey, Emily Halsley, Mary Beth Hernandez, Zaigymar Nieves, Amy Ospina, May Reidy, Ms. Rendon, Ms. Rossi, Katie Shinabarker, Kristin Teschke, Principal Walker

ADMINISTRATION REPORT: *Principal Walker, Ms. Rendon*

- Principal Walker took the time to express his sincere appreciation and gratitude to the PTO for the time and effort put into the students and school
- Progress Monitoring (PM2) will take place 12/5 (ELA, Reading) and 12/6 (Math), 12/6 Star 360, 12/12 Civics benchmark and Science (Science 8th grade only)
- ⇒ Principal Walker will confirm if irrigation exists for sod project, as he does not think it does, and confirmed the LCSD does need to vet all vendors, even if solely donating a good or service

TREASURER REPORT: *Amy Ospina & May Reidy*

- Current balance: \$8,270.65
- Expenses: \$250.00 for Kona Ice truck (for teachers the week before school started) incurred at the beginning of the year, but paid this month
- PTO purchased \$24.00 in ice cream for the six NJHS student volunteers from the “Culver’s” Spirit Night to thank them for their time
 - For the next “Culver’s” Spirit Night, consider having 1 adult volunteer for the first 90 minutes, and bring in student volunteers later in the evening when traffic increases
 - We are waiting on the check from “Culver’s”, but the students raised \$35.00 in cash donations
- The “3 Peppers” September Spirit Night raised \$47.00
- PTO received approximately \$150.00 in SignUp Genius cash donations to go toward the Fall Fest Dance
- Upcoming income: Fall Fest dance (this Friday), Everblades game (this Saturday), 11/15 “Texas Roadhouse” Spirit Night
 - PTO is hosting the dance to assist Student Council, and is not relying on it as a major fundraiser; many items for the dance have been donated
- Upcoming expenses: Fall Fest Dance, and staff gifts in December
- **FALL FEST DANCE**
- 24 pizzas \$198.54, DJ \$250.00, glow sticks \$181.93, additional decorations still to be purchased
 - Purchased inflatable guitars, foam glow stick batons, and Halloween glasses for DJ to toss to the students

- Photo booth props and background, costume winner prizes (gift cards, gift bags, cookies)
- Gifts for costume winners – gift cards, cookies, gift bags
- Chip cookie spirit night coming up in November 10th

OLD BUSINESS Amy Custo

FALL FEST DANCE

- Donated items as of meeting: 6 cases water, 10 2-liter “Coca-Cola” 10 2-L “Sprite”, 7 2-L orange soda, 4 cases chips, 400 plates, 500 cups, 4 boxes “Blow Pops”, 3 boxes “Ring Pops”, \$150.00 gift card to “Costco” – 10/25 is the last day to bring in donations
- “Dominoes” will deliver the pizzas and applied the school discount
- ⇒*See end of minutes regarding custodial staff help needed (PTO does not have the ability to communicate with custodial staff; will need administration to manage sharing the information)
- PTO volunteers will manage “ticket sales” (no ticket needed and no cost – suggesting a donation of 2 canned goods) over the next 3 days from 9:20-9:40 AM in front of Ms. Barry’s room (10/24, 10/25, 10/26)
 - Volunteers will have class lists for 6th, 7th, and 8th grade
 - As long as name is highlighted, student they can attend dance (completed permission slip/medical forms and canned food donations are what is required for name to be highlighted)
- Some dance permission forms and partial medical forms were handed out this morning
 - Form are uploaded on TOMS website as well, but as two separate links
 - Parents must full out dance requirement AND medical form; medical form is 3 pages, but page 2 is the most significant
 - Extra forms will be available at ticket tables
 - It is o.k. to let parents know they may email forms to PTO by 6:00 PM due to issues of the dissemination confusion
- Approximately 13-15 parent volunteers coming for the dance, along with some student volunteers
 - ⇒Amy O. will ask Ms. Barry how many students and timeframe they will be there, and let her know Student Council will be choosing the winner of the costume contest (7:00 PM), and need to stay for the duration of the dance and DJ winner announcement
- Administration will supervise dance check-in to help identify students, as well as monitor behavior and the supervise the bathrooms throughout the dance
- Ms. Rossi can provide help at tickets or concession (seated)
- ⇒Amy C. will send an email to Ms. Rendon that PTO has incentives for teachers who volunteer at the dance – (15) \$10.00 certificate to “Longhorn Steakhouse”
- ⇒Amy C. will make a volunteer agenda showing who goes where
- Concession tickets going on West side of cafeteria
- PTO has a cash box and has tickets; ⇒Amy O. will check if school has a cash box and/or Amy C. will ask if “Miromar” has one to loan

- PTO has one pizza peel/spatula but gloves are fine to serve the pizza
- Table covering: use a combination of solid black and Halloween tablecloths and/or get black, orange, and purple paper rolls from the media center
- Ms. Rendon will Can PTO put together a slide of what is acceptable and what is not for costumes, that reinforces the PTO Fall Fest flyer (no masks, no weapons, no spaghetti straps or crop tops, no short, wear shorts over leggings, nothing see-through, no hoodies, no jeans with rips above finger-tip length, more lenient regarding shoes, other than no high heels
 - Administration has t-shirts if someone has a costume that is not appropriate, rather than sending someone home
- For next dance can PTO get into Google classroom to advertise it? Ms. Barry sent something today for teachers to put in their Google classroom for this dance
- ⇒Ms. Rendon can make posters out of the PTO flyer regarding the dance and what to wear, when it is, etc.
- Capacity is approximately 300, and PTO will know by Thursday if we are very close – it typically is not an issue
- ⇒Ms.. Rendon will check for list of students who have lost privileges
- ⇒Amy O. will give lists of highlighted students to Ms. Rendon Thursday
- Concession items are \$1.00-\$2.00; signs will indicate pricing
- Note for future dances: administration has popcorn, Sno-cone, and cotton candy machines
- The Florida Everblades hockey game ticket sales currently going on, with 105 sold to date; a School Messenger will be sent reminding families and informing it is the season opener and “Sweets in the Suites” ***update: game is nearly sold out as of 10/24
- TOMS will sell tickets for the 12/9 Florida Everblades “teddy bear toss” game
- Swampee from The Florida Everblades is coming this Friday morning for car line– ⇒Amy O. will tell Swampee to arrive by 9:20 AM

NEW BUSINESS Amy Custo, Ms. Rossi

- **NEW DATE for Honor Roll Assembly Tuesday 11/14** period 1-6th grade, period 2-7th grade, period 3-8th grade; ⇒PTO to provide balloons
 - Honor Roll shirts are dry-fit this year and can be worn on Tuesdays
 - TOMS received 600 coupons from McDonalds for a free hamburger
 - 538 students on Honor Roll
- PBIS Field Day is Friday; talk to Amy C. if interested in volunteering
 - Students should have not received any minor infractions, and ideally will have earned 2 kudos or positive behavior badges per week to attend the event
 - Candy will be available for purchase
 - Eligible students will receive tickets Wednesday and Thursday
 - Each month students who earn badges are put into a random selector and one is chosen to receive a prize from Ms. Rendon

Next PTO meeting is November 27, 2023

ADJOURN

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*****ADMINISTRATION – Please share the following information with custodial staff to help prepare Fall Fest Dance this Friday (thank you!):**

- 3 round tables and chairs needed at cafeteria entrance
- 2 round tables and chairs for concession ticket sales
- Lighting- keep dance floor dim and concession area brighter
- Pizza warmer and portable ice bin needed behind concession table
- Set out garbage cans