

2023-34 Percy Priest Elementary PTO Executive Committee Meeting Minutes, September 12, 2023

A regular meeting of the PPE PTO Executive Board was held in the school library on Sept. 12, 2023.

The meeting convened at 5:00pm. President Libba Alden presided.

Attendees: Russell Young, Principal; Brooke Temple, Vice Principal; Libba Alden, President; Jenny Alfrey, Vice President; Carlin Graham, Treasurer; Mary Grace Robb, Vice Treasurer; Marcy Burrige, Fundraising Chair Report; Claudia Levy, Community Events Chair; Erin Kaiser, Secretary; Kate Allen, Teacher Liaison; Christine Brumleve, Teacher Liason.

I. Welcome & Call to Order

1. Libba Alden called the meeting to order.

II. Approval of Prior Meeting Minutes

1. A motion was made by Jenny Alfrey for approval of the August 23, 2023, meeting minutes with Marcy Burrige seconding the motion. The motion was passed.

III. President's Report

1. Libba Alden provided the President's report.
2. She reported that INVEST is going well so far and is trending to meet our goals. School participation is over 50%. Last day of the campaign is Oct 6.

IV. Principal's Report

1. Dr. Young provided the Principal's Report.
2. He reported that the fall picnic last Friday was a great success. Drone footage created a short video that will be shared on PTO newsletter, the website, and socials.
3. The MNPS Celebration of School Parade last Saturday was also success. PPE had 11 kids participate – it was a great number to manage and provide enthusiasm. Bring water next year!
4. PPE cross country team had a great first meet. We will try to advertise in case more families would like to come support the team in the future.
5. The PPE Groundbreaking Ceremony is scheduled for next Tuesday. There will be a musical performance by some of our 5th graders and a student speaker. In addition to the school community, our neighbors and local politicians have been invited. Parking will be available at Strong Bible Church with a shuttle running to the PPE playground.
 - i. As changes take shape for our new build, PPE will be donating our unused old playground equipment to another playground project in the Nashville area
6. Current student head count is 534 students, which is 32 over projection, so we will receive some bonus funds from MNPS
7. Oct 4 is our next navigator day. This will tie into walk-to-school day as well as creating a PPE Team for the ALS Walk on Oct 24. More details to follow.

V. Vice President's Report

1. Jenny Alfrey provided the Vice President's Report.
2. She reported that the VP email account is up and running: vicepresidentsppe@gmail.com
 - i. This will be passed down year-by-year so that there is a record of what was done in previous years

VI. Treasurer's Report

1. Carlin Graham provided the Treasurer's report.

2. She provided a review of budget performance to date. She reported that it was another successful month for Roar Store (~\$30k) and that Tiger Cup contributions are starting to come in as well as funds from Songwriters' Nights tickets.

VII. Community Events Chair Report

1. Claudia Levy provided the Community Chair Report.
2. She confirmed that the Fall Family Picnic was successful. There were 94 catering orders through Martin's, and overall this setup worked well, but for next year we need to address with the vendor: plates, forks, service (probably not necessary?), and tipping.
 - i. Dessert vendors all made profits and worked smoothly with no congestion
 - ii. More bathroom monitors are recommended for next year ☺
3. GrandFriends Day is scheduled for Nov 8 and 9. This year, we will not serve lunch but will instead provide a short musical program in the café or gym, followed by a visit to classrooms and the library. We will do 3 grades each day and work to minimize congestion/maximize organization. All schedules and ideas will be run by the teachers, and our teacher liaisons requested clarification/input on a take-home gift for visitors. Also we may try to record the musical performances so that parents can watch.

VIII. Fundraising Chair Report

1. Marcy Burrige provided the Fundraising Chair Report.
2. She reported that small fundraisers coming up include:
 - i. Papa Johns starts next Thursday, runs monthly
 - I. Dr. Young will send out Remind message on day of each Papa John Thursday.
 - ii. Mums and Pumpkins are being sold now and will run through early Oct; gelato will be part of the pickup.
 - iii. There will be two Brentwood Skate Nights this year. First is Oct 24. Libba recommended a reminder about the Skate Center's new policy on outside skates.
3. Tiger Cup was held this past Monday and went well. Enrollment was 94-96.
4. Percy's Vintage Closet is scheduled for 9/21. They are taking donations through this week.
5. Songs Under the Stars is on 9/28. It is sold out. We are working on more teacher tickets

IV. New Business

1. Libba provided a few reports on miscellaneous New Business:
 - I. Speaker Series -- Katie Agnew and Ms. Acker are arranging for speakers with different cultural backgrounds to come to the school to present to the kids. There will be 4-5 speakers/year. More details to be reported by Katie as they are confirmed.
2. Front office need -- A copier was no longer needed in the office, so its costs have been reallocated to document shredding. This year, we will recommend one big document shred (and haul away), but in the future, we will look into setting up a monthly service. Libba is working with the front office on this.
3. Green Committee Grant -- the Sierra Club has given us a grant. Dr. Young and Libba are working with the Green Team to properly allocate these funds.

V. Adjournment

1. Libba Alden adjourned meeting at 6:04pm.

Erin Kaiser
Secretary, PPE PTO Executive Board