

University Academy at Tyler PTO

Board Meeting Minutes February

Date: February 4th, 2025

Meeting Started at 6:05 pm Google Meeting End Time: 7:05 pm

Attendees:

In person attendance: Eva St.Clair - president, Elena (Lyons) Sheets – Vice President, Matthew Cates – Treasurer, Allison Aragon – secretary, and Amy Dennis

Virtual attendance: Christina Kernes, J Dibi, Dr. Simmons, Mrs. Greene, Sarah Raissi

Previous Month Minutes:

January minutes reviewed. Motion to approve by Elena Sheets. Second by Matthew Cates. Minutes were passed.

Financial Report:

Financial Report was for January and February. Balance is roughly around \$7600 with some expenses still pending from November, December and January. Motion to approve by Elena Sheets and Second by Allison Aragon, motioned carried.

Principal Report:

Dr Simmons

- Keeping the campus clean and well since sickness is going around. Using lots of disinfectant wipes/spray
- Picture Day – Wednesday, February 5th – sign up on Parent Square posted by PTO
- Benchmark testing all this week – giving the students a preview of the STAAR and to allow Teachers to see what needs to be worked on
- UIL – Thursday, February 6th and Friday, February 7th – sign up on Parent Square has been created by PTO
- Progress Report cards for the 3rd 9 weeks are coming
- Working on finalizing the school supply list for PTO by Friday.
- Events going on campus
 - Student Council is creating a Little Library on campus – please bring books to support the library. New or used. Flyers coming soon
 - Also hosting a candy gram fundraiser with McDaniels help on February 14th for grades 8^h-12th
 - Cash only \$1 each/gram
 - Valentines Day – Focusing on Students to be there best through the Leader in Me steps

- Valentines' Day parties will vary by grades
 - Spring Open House – Friday, February 21st
 - Meet the Teacher(s), seeing what this semester will be like, future class activities
 - Campus PBL – March 13th History themed
- Field Trip – details coming from teachers
- STARR Testing in April
- Field Day will be held at Grace HS again (down the street on University)
- Senior Banquet

Teacher Request:

- McPhail – April and May Books for 2nd grade
 - Purchasing the books needed for the curriculum
 - Allison Aragon motioned for the books to be purchased for 2nd grade. Matthew Cates seconds the motion. **Motion unanimously approved.**

Upcoming Business:

- February Teacher Appreciation
 - Provide box lunches to teachers for February 21st.
 - A motion to spend \$700 to provide lunch to the teachers on February 21st. was motioned by Elena Sheets. Second by Matthew Cates. **Motion unanimously approved.**
- March Teacher Appreciation
 - Provide sonic drinks to teachers on March 24th on the Monday they return for staff development. The week after spring break. Have the drinks delivered by 10 am.
 - A motion to spend \$100 to provide Sonic Drinks for teachers on March 24th. was motioned by Matthew Cates. Second by Elena Sheets. **Motion unanimously approved.**
- Read-a-thon Fundraiser
 - PTO needs assistance from the school to get a list of emails to register students within the Read-a-thon system.
 - Parent emails needed for kindergarten – 5th grade
 - Student emails needed for 6th -12th grade.
 - Kaiser is getting a list together – roughly 430 students
 - Prizes
 - Big prizes for the Top 3 based on grades K-1st /2nd -3rd /4th -7th/8th-12th)
 - Having gift cards ranging in \$15-25 amount

- Awarding the Top 3 earners \$\$ for the whole school
 - Weekly rankings will show the top 5 students each week.
 - Will finalize prizes at the March 4th meeting
- 1st Day School Supply Fundraiser
 - Last year we used 1st day School Supply Fundraiser to package/deliver the school supplies to the school. Each grade had a teacher approved list of the supplies needed for the school year. All items were brand named and came in an individual boxes for each student. Stickers with student names were included as well. Company offers a payment plan through PayPal 😊
 - We need the school supply list for 25-26 academic year for each grade to provide to the company so they can provide us with cost and website link.
 - Simmons will verify with Hart the list and get back to us
 - Hoping to have the site live for April 1st before the lottery email is sent out.
- STAAR Testing Encourage notes
 - Dennis is sending a list tonight to show how many encouraging letters are needed for each day.
- Butter Braid Pizza Reward –
 - Vote on place next meeting
- Senior Bank Account – account is no longer needed due to the Senior trip being cancelled.
 - Hold off on creating an account till summer
- March Officer
 - Nomination for 25-26 officers will go live on Parent Square on March 3rd – close on March 28th
 - Please ask the person that they are willing to be nominated before nominating them.
 - All 4 officers' positions will need to be filled in order to have an operational PTO (president, vice president, secretary, and treasurer)
- Teacher Appreciation Week
 - Planning Teacher Appreciation in March
 - Have Teacher complete/update their favorite things so PTO can post them on Parent Square for teacher gifts
 - Link will go live tomorrow morning for them to complete.
- Next meeting will be March 4th

