

Queen City STEM School PTO

Call to order

The first PTO meeting at Queen City STEM School for 2017-2018, was held on campus, Thursday September 28, 2017 from 6:00 pm- 7:00 pm.

Attendees

PTO Board members - Carrol Singletary, Konya Parker, Lou Rivera, Ramani Bala and many QCSS families.
Admin Staff – Mrs. Lingren

Agenda

- Introduction of the PTO Board Members and Assistant Principal.
- Brief overview of the PTO for new parents.
- Why the PTO is important to our school.
- Roles and Responsibilities for the PTO committees.
- Description of each committee.
- We need parents to join the PTO.

Meeting Notes

- We talked about planning for the events and fundraisers from the previous year to give an example of the support and help that is needed to make the PTO a success.
- Mrs. Lingren spoke about the importance of the PTO for schools and she gave examples of how parents could help QCSS and the PTO.
- Mrs. Parker talked about the fun we have planning events and the support we provide to QCSS. Mrs. Parker said it best. "We are like one big happy family". Mrs. Parker manages the afterschool clubs from the outside vendors.
- Ms. Singletary talked about the various PTO committees and provided a description of each and the roles associated with the committee. We are also looking for suggestions on new committees if you have time and talent, please support the PTO. We are always looking for new ideas.
- We handed out the PTO calendar for 2017- 2018 events. The PTO calendar will be added on the school's website www.queencitystem.org under the PTO tab.

Committees

Fundraising – Chairperson and members needed to help with school fundraisers

Hospitality – Plan Staff events at QCSS

Sponsorship – Write letters to request donations for PTO events to the businesses in the community

Grant Writing – Find various grants and apply for grants to help get technology for QCSS

Room Parent – Help your child's homeroom teacher with coordinating class room events with the parents, send out emails to parents when supplies are needed in the class and help the teacher or ask other parents when help is needed.

Event Planning – Plan PTO events for QCSS students and families

Volunteer – Support and help for PTO events.

Membership – Collect membership forms at PTO events and keep a list of members.

Box tops Coordinator – Coordinate Box Tops events at QCSS. Count box tops twice a year to prepare to send them in before the deadline (Oct/Feb)

Spirit Store – Help sell spirit wear or items.

Treat Cart Sales – Help with treat cart on Fridays anytime from 10:30 am – 1:30 pm.