



**Lawton Chiles High School PTO  
PTO Meeting Minutes  
Monday, February 5, 2024**

**Attendees:**

**In person**

1. Kelly O'Rourke
2. Jamie Matthews
3. Nicola Miller
4. Angie Durbin
5. Kimberly Revell
6. Andra Kay Musselwhite
7. Joe Burgess
8. Lexi Thomas
9. Amy Mitchell
10. Chelsea Zupofska
11. Katie Bennett
12. Jada C.
13. Calli Pickens

**Attendees on Zoom:**

1. Casie Giddens
2. Kari Willis
3. Ratna Krishnan
4. Sangeetha Wallet

**Welcome and Pledge**

12:00 p.m. meeting called to order by Kelly O'Rourke

**Black History Committee, Katie Bennett and Jada C.**

- Black History Month Celebration – March 1<sup>st</sup>
  - During lunch will have food trucks and student clubs
  - Need about 10-15 Parent Volunteers
- Cultural Fest – March 8<sup>th</sup>
  - Need 5 - \$10 gift cards for Assembly

**SGA Update, Lexi Thomas**

- Working on Prom – April 27<sup>th</sup>
- Pep Rally – February 15<sup>th</sup>
- Sadie Hawkins Dance – February 16<sup>th</sup>
- Stroke Week – Week of February 5<sup>th</sup>

**Agenda & Acceptance of December 4, 2023 minutes**

- Minutes from December 4th meeting reviewed. Motion made to approve by Angie Durbin and seconded by Jamie Matthews; minutes approved.

### **Treasurer's Report, Angie**

- December Expenses
  - \$289.96 Ground Facilities topiaries
  - \$993.00 Tour of Italy lunch for Staff/Faculty Holiday luncheon
- January Expenses
  - \$611.90 Ground Facilities plants and mulch
  - \$800.00 Ground Facilities labor for weeding, edging, planting, and mulching
  - \$300.00 labor for laying of Senior bricks
- Motion made to accept the budget by Jamie Matthews and seconded by Kimberly Revell; budget approved.

### **Principal's Report, Burgess**

- Hosted The Longest Table
- Wreaths Across America – Chorus performed
- Shout out to PTO - Holiday Luncheon was a success
- Mini Mu Math Competition (elementary/middle school)
- Shout out to Performing Arts - Holiday Concert great show
- February 23<sup>rd</sup> Dance Marathon
- Sophomore/Junior Parent Night held last Thursday
- February 9<sup>th</sup> Spirit of Arts/Chalk Walk
- February 15<sup>th</sup> Pep Rally
- February 15<sup>th</sup> Sadies Dance
- February 20<sup>th</sup> Grade level assembly
- February 22<sup>nd</sup> 8<sup>th</sup> Grade Parent Night 5:30p-6:30p, Curriculum Night 6p- 7:30p
- February 23<sup>rd</sup> Black History Program, District History Fair 5p @TCC
- February 28<sup>th</sup> ESE (Exceptional Student Education) Parent Night, 4p-10p

### **SAC Update Lillie, (given by Nicola)**

- 9<sup>th</sup> Grade new requirement (Financial Literacy class) beginning with current year 9<sup>th</sup> graders
- 15 new laptops approved by Social Studies Department
- All department heads met regarding courses 2024-2025 school year, Offering Welding class for next year
- February 27<sup>th</sup> next meeting

### **Committee Reports**

#### **Business Partners, Raphael (given by Kelly)**

- PTO will have a table for 8<sup>th</sup> Grade Curriculum Night

**PTO Support Coordinator, Vacant** (given by Kelly)

- Position open
  - Volunteer that was interested has not responded
  - Kelly and Jim will continue to staff committee for now
- Projects (Texas Roadhouse rolls, Parking spaces, new ideas)
- Yearbook company donations

**Grounds & Facilities, Kelly A.** (given by Kelly)

- Rotunda has been maintained, added bricks and plants
- Senior Bricks laid
- Cleanup on Sunday

**Social Media, Chelsea**

- Sends messages/posts to all social media accounts (Facebook, Instagram, Twitter)

**Student Encouragement, Chelsea**

- Honor Roll Celebration in January was successful
  - Moved to Auditorium due to the weather being so cold
  - Eliminated the chips this time to maintain budget
- Next event - March 27<sup>th</sup>
  - Kimberly's church sponsoring

**Teacher Appreciation, Jackie** (given by Kelly)

- No new report

**Volunteer Coordinator, Kimberly**

- February 14<sup>th</sup> Blood Drive, 8:30a-12:30p, volunteers needed
- Teacher Appreciation Grab and Go Breakfast, volunteers and donations needed
- February 17<sup>th</sup> Hearts for the Arts/Cafe Dinner Theatre Silent Auction, may need volunteers for dinner and silent auction
- February 22<sup>nd</sup> 8<sup>th</sup> Grade Parent Night and Curriculum Fair – need volunteers
- March 1<sup>st</sup> Food Truck Friday, need lots of volunteers (around 20)

**DAC Rep, Mary Swain** (given by Kelly)

- No new report

**New Business**

- Senior Parking Space Painting Vote will post online

Motion to adjourn the meeting was made at 1:06 p.m. by Kelly seconded by Chelsea.