PTO Meeting Agenda - October 13, 2026 @ 6:30 PM

Families attending receive a dress-down pass and volunteer hours. Please record attendance in the volunteer book under your family name.

Welcome - President: Kate Cantees
PTO leadership update: Kate Cantees will serve as President; Kat Braverman will serve as Vice President.

Moment of Silence - Before we begin, we would like to take a moment of silence to remember three young children from our community whose lives ended in tragedy. We hold their families and loved ones in our thoughts during this difficult time. Please join us in a moment of silence in their memory.

Minutes - Secretary: Lexus Martin
Review/approval of previous meeting minutes. Minutes are maintained in the office, posted on the school webpage, and shared with the newsletter.

Treasurer's Report - Martha Williams
Current PTO balance: $_____ as of _____; fundraising and upcoming expense updates.

Vice President's Report - Kat Braverman

- Read-a-Thon results: amount raised $8,078.19! Classroom awards/dress-down pass and possible class

celebration; top-reader trophies/medals planned for November Spirit Day.

- Classroom communication: clarify school-wide announcements vs. classroom representative messages; appropriate parent–teacher communication and questions/concerns.
- Parent follow-ups: classroom water cooler/refill concerns;
- Volunteer opportunities and coordination: room-parent support, event decorating, donation sorting, coin counting and club assistance.

Upcoming Events

Timeline - Thursday, October 22, Calvary Baptist Church. Teachers will explain participation and event expectations. Kindergarten opens with a song; encourage families to remain for the full presentation, supervise children and respect the venue. Students may wear Timeline costumes to school Friday, October 23.

Red Ribbon Week - campus decorating planned October 25 (Room 8 and volunteers); school-wide activities are detailed in the newsletter. PTO has purchased student capes for Friday.Red Ribbon Week Poster Contest - student submissions and contest voting; PTO prize baskets being
organized. Confirm submission deadline, judging and prize distribution before announcing.

Police & Fire Appreciation - bring individually wrapped snacks and cards for donation boxes supporting West Melbourne Police Department and Brevard Fire Rescue Station 82. Planned October 27 visit; Fire Department participation pending confirmation.

Coins for a Cause - first two weeks of November; classroom coin collection to benefit Serene Harbor. Volunteers needed for counting collections.

Montessori Night / next PTO meeting - November 10 at 6:30 PM. Classroom walkthroughs planned for the first 30 minutes, followed by the meeting; volunteers requested for patio twinkle lights.

Clubs and Student Activities

Yearbook Club (Grade 6) and Chess Club (Grades 3–5): currently full. LEGO Club (Grades 1–2): volunteer help needed; consult the newsletter SignUpGenius for club details.
New opportunities: Theater Club (Grades 1–6, alternating Thursdays with LEGO Club); possible Art Club, kindergarten Dance Club in November and expanded Critter Club activities. Watch for formal permission and participation details.

Fundraising and School Support

Box Tops for Education - download the app, scan receipts and use the school referral information provided by PTO. Yearbook sales - preparations underway; additional information to follow.

Teacher's Report - Mrs. Eiben

Science and Engineering Fair information and classroom updates.

Principal's Report - Paul Galloway

School updates; thanks to Room 8 families for providing lunch for the October 12 teacher workday
Classroom water access, school communication and other parent questions requiring administrative clarification.

PTO Business and Future Planning

Bylaws review: note proposed changes, including timing of PTO officer elections; explain how feedback and formal consideration will proceed.
Looking ahead: January Literacy Week planning (location and grade-level participation to be finalized).

Concerns and Comments

Open floor for parent questions, feedback and volunteer sign-ups.

Next PTO Meeting: November 10 @ 6:30 PM - Montessori Night Classroom Tours