AFNORTH International School
Parent Teacher Organization (PTO)
2 June 2025
AGENDA

1	Welcome and Opening Remarks Call to order by Tara Pittack, 1603 In attendance: Tara Pittack, Stephanie Findley, Kimberly Jones, Melinda Shuttleworth, Sonia Burton, Amanda Barrow, Khristian Kehoe, Kris Yeckley, Peter Brown, Julie Laverdière, Cindy Reynolds	
2	**Position Introduction: Board, Committee Chairs & Representatives** Welcome to our new Board for the 2025-2026 school year! We have some gaps and some positions will be temporarily filled by current board members. We are also in need of parent and teacher reps.Welcome back to our team members who will continue to support our endeavors this upcoming year. President: Tara Pittack Vice President: Stephanie Findley Secretary: Kimberly Jones Treasurer: Melinda Shuttlesworth Book Sales: Sonia Burton & Amanda Barrow Scholastic: remove? Box Tops: Temporary - Melinda Shuttlesworth Spirit Wear: Temporary - Stephanie Findley Publicity: Temporary - Tara Pittack Volunteer Coordinator: Yearbook Account Manager: Tara Pittack Event Coordinator: Bulletin Board: Jesse Brownfield US Teacher Reps: Khristian Kehoe & Kristine Yeckley US Parent Reps: Elizabeth Leathem British Teacher Rep: Peter Brown British Parent Rep: Canadian Teacher Rep: Canadian Parent Rep: German Teacher Rep: German Parent Rep: Toni Giebitz GK 470th ABS School Liaison: Beth Restor	
3	**Past Business** None	
4	**Current Business** ● Treasurer Report ○ Current Balance - $12,054.14 ■ Cash box - 492.65€ / $8.00 ■ PayPal - 39.38 € ■ Fund requests: - Irish Storyteller - €1200 He will present to all elementary sections with 4 or 5 presentations for various age groups. Kris Yeckley motions to approve, Khristian Kehoe seconds. Approved. ■ Fund Requests paid out - 2235.12€ / $3,119.66	

1. School Musical (1st request): $815
2. Battle of the Books: $431.98
3. Pumpkin Drop: $96.36, 141.57€
4. Math Olympiads: $200
5. 4th Grade/Year 5 Ukulele: 500€
6. Host Nation Carnival Project: 46.36€
7. STEAM Night: $223.06, 35.19€
8. School Musical (2nd Request): $1353.26
9. 4th grade Egg drop: €12
10. Arnhem field trip: €1000
11. Culture Day: €500

There was no legacy gift this year (sheds) due to no feedback from the directorate; those funds have been redirected to the shelves for book sales. We will need to keep our account balance up to purchase spirit wear and school supplies over the summer. Last year we profited very little after PayPal fees.

- Book Sales

  We have received a lot of donations. This was a very successful year for book sales. Consider including information about books for children AND adults in the flyers to encourage more participation. For sales moving forward, we do have access to the ramp; it is near the stage.
  - May - 392.65€ / $8.00
  - Next Sale - June 21 - Pop Up Sale

    The Pop Up will be at the JFC Library to coincide with their Summer Reading kick-off. All of our books will not be available, but a selection will be provided. The sale will run 1300-1600. Books that have not sold will be donated to free up space for new donations throughout the year. Concerns were expressed about access to the library due to the NATO Summit running 21 June to 24 June. As an example, the school will be inaccessible for security purposes – will this also affect the library? MWA has approved the sale, but access will be confirmed.
    - Need to get flyers to hand out made and printed about the PTO

      We need an ABOUT THE PTO flyer to hand out at the sale. Will confirm with JFC Library about any requirements to stay in line with Summer Reading theme or if there is any required information to include. Discussion about disseminating flyers and restrictions within the section newsletters. Teachers have offered to share if we send to them when we send to the Section Offices.
    - Flyer made?
    - Booksale publicity plan (discussed below)
    - Would like to purchase a Trolley to assist with book transportation

      Trolley/wagon research shows two items available on Facebook; one for €25, the other has not responded yet. New, a trolley runs €50. Board has approved a €100 budget in case new items must be purchased.
    - Book collection points - to be shared, advertising through this high PCS season

      We will work on advertising where we are or are not accepting donations during the summer.
    - Book collection point - ASGK events?

      The HUB and ICC C&C mornings will have drop off bins. There was a conversation about accepting donations at ASGK events. Further discussion will occur between our book sale representatives and ASGK representatives.
- Box Tops
  - goal is $500 - currently at $288.10
- Yearbook
  - Delivered to school!

    Almost all organized and will be given to the front offices by Wednesday.

    We will look at another company for next year. Blank yearbooks will be sent for review.

5	**<u>Upcoming Events</u>** No upcoming events to discuss this month.	

6	**Open Forum** ● Increasing Parent Involvement and Participation ○ Looking into hosting two “About the PTO” events Consideration is being given for a daytime event and an evening event to offer parents flexibility to attend. Peter offered a suggestion for Meet the Teacher night. Different sections have different formats and dates for this event but the PTO will be sure to be available on more than one occasion. Last year parents came in before the Welcome Back Bash was prepared so timing is a concern. ● Next year's calendar is in work ○ Book sale dates set, waiting for the meeting on 6 June at the HUB for the calendar sync with TriBorder orgs ● Website - in work, hoping to have it set up in a month ● Pop-up canvas to have at our events/book sale There are no objections to ordering a pop-up canvas to place at book sales or other events in order to present a cohesive look and to make us easier to find, which in turn will hopefully increase parent participation. Calls will be made this week to check turn around times. A QR code will be included on the design. ● Volunteer raffle prizes? I will be traveling this summer and can pick up items here and there. We have leftover Polish pottery for almost all book sales and Christmas and Carnival events, just a couple more items. Prizes were not handed out this year; we currently have prizes for 2 of 4 events and all but one book sale. We will not retroactively raffle the prizes, we will move forward and use our current stock for next year. No objections to filling the gap with Polish Pottery pieces. ● Meet the teacher night ● Newcomers at the GK info fair ○ Pending our going based on our availability & attendees Currently offered twice a month, but not all incoming groups have children who will be attending AFNORTH. ● School Supplies ○ Flyers made - should be distributed this week We will stick to our original suppliers; the new contacts are unresponsive. ● Aug 2nd - I will host a PTO Board BBQ ● Proposed new designed PTO logo: Student Parent Teacher Blooming together, Growing forever Parent Teacher Organization AFNORTH International Elementary The Board presents this new logo for feedback. The current logo cannot be edited and has a white background which leads to limitations in use. FEEDBACK GIVEN: The paws seem a little out of place - consider moving them to frame AFNORTH; AFNORTH has a branded font – should we use their font? There is an implication of endorsement if we use their font and we are NOT a connected entity. Discussion supports not using the same font to avoid confusion or ramifications. No further objections were offered. Updates will be made accordingly and we will move forward. Our next meeting will be in September. We will stick to the first Monday of the month.

	1653 - Motion to close by Kris Yeckley, seconded by Kimberly Jones. Adjourned.	
7	**<u>How To Stay Informed:</u>** a. Facebook – AFNORTH International Elementary Parent Teacher Organisation(PTO) b. Contact: Email- afnorth.is.es.pto@gmail.com c. PTO Board by US office	