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## **J.P. Sousa Middle School PTO Meeting**

**Date:** 1.25.18

**Location:** Sousa Middle School

**Meeting Called to Order:** 5:30 **End Time:** 6:30

### **Attendees:**

John Adams, Parent

- jadamsfitz@gmail.com

Charee Lytle, Parent

- chareelytle@ymail.com

Samatha Wooten, Parent

- Samantha\_wtn@yahoo.com

Courtney Wilkerson, Principal

Joyce Hoagland, Asst. Principal

Othal Thomas, Dean of Students

Tanisha Montgomery, Manager Strategy and Logistics

Katoya Johnson, Teacher

### **New Business**

- Discussed the various committees that will need to be developed once we have more parent participation.
  - Ideas for parent engagement includes identifying parent focused events, fliers, teleconferences, and virtual conferences
- Next parent newsletter is going out the week of 1/29 and will include a feature/spotlight from the PTO
  - Will have a PTO spotlight/ update in every newsletter moving forward
- Discussed Sousa's Enrollment Plan and Comprehensive School Plan, including PTO engagement/ promotion

### **PTO Action Steps:**

- Develop defined structures to set the foundation for the PTO moving forward
- PTO Board to meet and discuss 501c 3 application
- PTO to develop a blurb for the February Sousa Newsletter
- Continue to review the Enrollment Plan and the PTO's role

### **Announcements:**

- All full body meetings will take place on the 3<sup>rd</sup> Thursday of every month
  - Next full body meeting: February 15, 5-6pm at Sousa
- Next board meeting is January 30, 5:30- 6:30pm at Sousa
  - Mr. Adams will develop an agenda
- Numeracy Night is Wednesday, January 31, 4:30- 6:30

**Meeting Adjourned At:** 6:30

**Minutes Compiled By:** Tanisha Montgomery

**Date:** 1/29/18