

October 12, 2023 PTO Meeting Minutes

- Call Meeting to Order
 - Meeting called to order 6:32 PM
- Introductions and Attendance
 - Niki K
 - Sarah K
 - Charla H.
 - Jen L
 - Monica T
 - Emily K
 - Scott Blanchard
 - Steven Grant
 - Ms. Benjamin
 - Miss Laura Lenel
 - Christina C.
 - Book fair person (Ashley?)
- Treasurer Report
 - Account Balance: \$63,392.54
 - Allocated Funds: \$32,550.00
 - Remaining Balance: \$30,824.54
 - Total income for theater was about \$8k; profit was only approx. \$800
- Upcoming Events
 - Claytime Fundraiser: 6:30 to 8:00 PM on Friday, October 13
 - Jen L. paid Claytime
 - Last minute sign ups; need to monitor payments
 - Painters: 72
 - Pizzas (20 to 24 per); sell at \$2.00 a slice – order 5 pizzas; 100 bags of chips; water/juice. Rest is a \$1.00
 - Trunk or Treat/Book Fair
 - 9 trunks signed up so far; last year we had 15 but overall amount is good. Those that volunteer cannot leave their cars
 - Flyers?
 - Social media push?
 - S'mores push?

- Candy budget: \$300.00; Niki motion; Monica second- no one against it
 - At least one car with allergy free items; PTO will donate
 - PTO closet has items for book fair as well
 - Need volunteers for the cash registers; Jayne has committed. Need at least one more person
 - Senior citizen volunteers to walk around
 - Set-up Friday before
 - \$3,000.00- need to use before it expires (Emily to confirm date; teachers to determine best way to use it)
 - Non-candy items in the PTO closet for allergen-free trunks (spirit sticks, pencils, keychains)
- Sam Pawlak 5K
 - November 18th at 10:00 AM fun run/10:30 AM 5k
 - No is signed up- but if you look at previous years it was similar
 - Already having some sponsors
 - Christina needs the information to post for the race- Jen L will send that over. Jen L to look for emails from previous racers
 - Free tee-shirt till certain dates- make sure that information is included
 - Advertise it at trunk or treat
 - Must have an EMT on site
 - Volunteers for water along the route
 - Vote on two \$500 scholarships; motion by Kim S. second by Emily passed no denials
- BOOSTER Update
 - Concerns from Kindergarten team; concerns about amount of dollars raised especially for the kids that are not able to raise as much money
 - Teachers need logistics/guidelines; overall very hands off
 - Theme idea- each grade level is a color
 - Every classroom makes a class banner with/logo – Jen to confirm there is one for each classroom; banners to be explained tomorrow morning. Banners to be put in teacher mailboxes tomorrow afternoon
 - If it is in the gym need structured schedule; outside much easier- could do grade level
 - Monica to obtain logistical schedule for the day
 - 45 minutes total- class door to class door (budget an hour)
 - Randomizer for color assignment

- Prizes are left on handle of each classroom – do not make a big deal of prizes
 - Video of principal
 - If we raise \$12K- principal will do what? Potential dress up for a week; tape to the wall concept? – winner is taping to wall combined with dressing up. PTO will buy duck tape – match class colors
 - Assembly on the 17th- 2:30; email to be sent next day with colors for teachers to send to parents. Draft email so teachers can copy/paste
 - PJ Day- earn certain 60% overall- date TBD. Date would be earned for later use
- SEPAC Update
 - October meeting will be a meet and greet with interim with director people personnel services- has not come out yet
- Niki to open spirit store
- We are doing minted as well
- Teacher survey- teacher appreciation week feedback
 - Water bar with packets; flavoring etc.
 - Coffee Cabin as well said they could do it- just need date
 - Random candy bar during the year
 - Can we put items around holidays in addition to teacher appreciation
 - Some teachers said lunch every day instead
 - Supply drive – more specific items; have to make it general; teachers can select
 - More staggered snacks; teachers could help with that
 - More health friendly options- GF, V, etc.
 - Wellness theme?
- Emily needs a list of who has signed up for PTO to monitor dues
- Directory – could teachers reach out to get a volunteer to create it – reach out to certain parent if you opted in to share and share grade level?
 - Better to create google form- PTO to handle it
- Meeting Adjourned
 - Motion to adjourn by Jen L; second by Niki
 - Meeting adjourned at 7: 52 PM