

# PTO Meeting Minutes

Date: 4/9/19 5:45 pm

## Attendees:

- The following attended the entire meeting: Colleen Krogman, Marti Myer, Dana Yonker, Amanda Puderbaugh, Kim Puderbaugh
- The following attended at least part of the meeting, but had to step away due to Elementary music concert or other commitments: Dawn Banks, Rana Webster, Beth Happe, Jen Troll, Brenda Halverson, Erin Cumings, Lisa Roetman

## Principal Report (Beth Happe):

- FAST & Statewide assessments are coming the week of 4/29/19.
- The school is purchasing new Social Studies Curriculum.
- Next Facilities meeting they will be discussing when they will paint the playground for the kids. May look at this summer sometime (IE: hop scotch, 4 square, etc.).
- Homecoming next year has been moved to October 4th.

## Success/ updates since last meeting:

- Carnival- Made almost \$3,000 at the event and seemed to have been a huge success from the sounds of others and comments received.
- Box top party for 4<sup>th</sup> grade – The 4th grade class had their pizza party and sent a thank you to the PTO.
- Conference Meal for teachers (Baked potato bar, dessert & drink) – received feedback that the meal was good and it was nice having it available later in the evening as some didn't make it until after 7pm.
- Book fair – Spring book fair went well.

## Coming up:

- Family Movie night (April 27th)
  - We could use a couple volunteers to help set up, pop the popcorn & clean up afterwards.
  - Starting at 6:30 so everyone is out by 11 for post prom activities.
- BOGO Book fair (May 2<sup>nd</sup>) 2:30PM – 7:30PM
  - All books and markers, posters, etc included in the BOGO.
  - We will need some volunteers to help run this.
- Final meeting of the year (May 14th).
  - Note location change: Will be held at Bike path instead of the library
  - Volunteer Appreciation Event will take place at this meeting.
    - Food & Prizes – bring the family!
    - Be sure to RSVP
  - Elections in May meeting – open positions include Vice President, Deposits Treasurer & Reimbursements Treasurer. .

- President/Colleen will be in contact with those who are eligible to fill the positions (those who have attended at least 3 meetings throughout the current school year) to determine interest.
  - President/Colleen will create voting ballots to be cast at the May meeting; however, the group agreed this year that voting could take place online via Survey Monkey for eligible voters (those who have been present at at least 2 meetings in the prior 12 month rolling calendar year) that are unable to attend the May meeting, as there are a lot of conflicts with baseball/softball/other events.
  - Eligible voters & Persons running for the open positions do NOT have to be in attendance at the May meeting.
- Flower boxes – located in front/ back of school. Kindergarten classrooms will decorate using real flowers. PTO will provide the flowers.
- Blind Bags –
  - An example of the flyer that is going home was passed around for review. The final flier will be going home this week.
  - Blind bags are will be for: Preschool, Kindergarten & 1<sup>st</sup> grade students.
  - Bags are \$20 and will include various items (books, crafts, treat, etc.)
- Skating event – (May 4th)
  - Will be held at Skate South
  - Fliers will be sent soon and posted to Facebook.
- Tax Exempt update –
  - Colleen called the IRS and they confirmed receiving the submission on Feb 22, 2019. They said the process takes up to 180 days and to follow up after that time if we do not have response.
- Box Top Contest prior to end of school –
  - Marti to get with Amy DeWaard to see if she can put something together.

Items to discuss:

- Appreciation for school Staff:
  - We forgot Bus Driver Appreciation (March 18<sup>th</sup>) and School Librarian Day (April 4<sup>th</sup>).
  - Other upcoming days: Administration Professional Day April 24<sup>th</sup>, School Nurse Day May 8<sup>th</sup>, National School Principal Day May 1<sup>st</sup>, Teacher Appreciation Week May 6-10
    - Decided to combine recognition for all during Teacher appreciation week.
    - Members voted and agreed to spend: \$50 for Teachers, Admins & Bus drivers, \$25 to Associates, Custodians & Kitchen Staff
    - Will have “something else” for recognition that week as well. Julie Gibbons is in charge of this and will coordinate with Brenda so that efforts are not duplicated.
      - Some suggestions were: Donuts, Trail Mix “bar”, Candy “Bar”,
    - Colleen will get in touch with Julie to discuss

- Marti is going to check with contact to see if we can still get Visa Gift card at no cost. If so, she will order them & get to Julie Gibbons.
- Fun Run (May 28th)
  - Will be held after lunch for 2 hours at the Track field.
  - PTO will provide awards from Oriental Trading (\$5.20 / dozen)
    - Colleen to get in touch with Ashley Woosley to determine what types (i.e. 1st, 2nd, 3rd place or something more encompassing such as: Super Star, Great Job, Go Team, etc.
  - PTO will also provide fruit for the children from Capital City
  - At one time discussed having Thelma's Ice Cream sandwiches, but decided we are not going to do this year.

Treasurer Report:

- Did not go through this, but it was provided. Current balance: \$8603.70

PTO Treasure Report

April 9<sup>th</sup>, 2019

Previous Balance (Feb 12 <sup>th</sup> )	\$7875.10
<b>DEBITS</b>	
Mailing box tops	-8.75
Hot chocolate party for box tops	-11.43
Scholastic Book fair	-986.90
Planners	-154.83
Plant for funeral	-42.10
Thelma's ice cream	-211.60
Pop for carnival	-28.79
Conference meal	-100.00
Carnival miscellaneous items	-104.85
Fruit and food for carnival	-423.24
Mailing tax form	-16.34
Thank you cards	-25.86
Carnival games & prizes	-700.94
First grade field trip	-179.00
ATM bank monthly fee (x2)	-2.00
<b>CREDITS</b>	
Carnival donations	925.00
Refund of items returned	23.93
Carnival profit	2,776.30
<b>Current balance</b>	<b>\$8,603.70</b>