

The Exploris School

PTO Board Meeting

8 September 2017 / 11:30-1:00 / ES Art Room

ATTENDEES

Shann Burroughs, Brooke Somers, Alissa Hennen, Ellie Schollmeyer, Annie Howington, Lee-Ashley Bonfield

NOTES

- We went over the current PTO sponsored events to date. These included Tissues & Tears, the BTS Teacher Breakfast, Meet the Teachers events at both schools, the Fall Picnic at Pullen Park, and the Spirit Wear order. So far all events have gone well. For next year, the goal for the BTS Teacher Breakfast and the After School Luncheon (June) will be for the PTO to cater these events, instead of a parent provided pot luck (more discussion on that to follow at a future meeting). There were over 300 people at the Picnic, parking did not seem to be an issue, and the potluck (instead of the dessert bar) was a huge success. The sit down type potluck allowed people to mingle a little more. We received a lot of positive praise for this event.
- Update on Fall Social: This will be a combined celebration (Fall Social, 20th year celebration, kick off to Capital Campaign). This will be a family event, held at Marbles. There will not be alcohol provided this year, since it is a family event. Marbles is letting us use their whole downstairs for \$1200. The date is Wed October 18th, from 6:30p to 8pm. The plan is for there to be some appetizers, then a short presentation for parents to kick off the Capital Campaign, followed by desserts and time to mingle/play in the space. Students from each grade level and the specials (art, music, movement, Explorations, etc) will be showcasing recent work at the event. The general spirit of the event is to celebrate our history together, while previewing what's in store for us in the future. We spoke about whether or not smaller children should attend the event. The reading nook area downstairs may be an appropriate space for a couple of adults or 8th graders

to read to smaller children, during the 30-40min adult only presentation for the Capital Campaign. Ellie did discuss with our insurance group, and things like babysitting at a school sponsored event would be covered under our liability policy. So there is the option to offer this type of service in order to include all family members. Shann mentioned that on the survey sent to parents, almost 40% (126 respondents) stated they may not attend an adult social event, whereas only 14% had not intended to attend the family picnic. So being able to bring children may be key for some families. We also want to make sure that we communicate that we are not asking for contributions to the Capital Campaign on the night of the event, but that we should make sure parents know that there will be information about the Capital Campaign, so as not to surprise families once they are there. Regarding the event, Lee-Ashley will need some volunteers to help set up the space, bring in drinks/water/ice, etc. She will also need volunteers for cleaning up the space. The PTO will be using our allocated funds for the Adult Social (\$1500) to help support this event. There is no money allocated in the Exploris School budget for the Capital Campaign, so any additional expenditures will come from the funds raised. There was also some discussion of reallocating some of our PTO budget to help cover some additional costs of the event (marketing materials, paperware, decorations, linens at \$8/table, appetizers and desserts if not donated, etc). Ellie has also been working with MyHotLunchbox vendors to see if they will be willing to donate some of the food for the event, since we support their program at both schools. Kristy Pettibone is the Adult Social coordinator for the PTO and has graciously agreed to help Lee-Ashley & Ellie coordinate this awesome event. Alissa Hennen has given them the names of the volunteers from the Parent Involvement Form who expressed interest in helping with the fall Adult Social.

- Reallocation of PTO funds to the Marbles event: One thought is to eliminate the \$1500 we have reserved for a Spring Family event (last year roller skating) and use that money for the Marbles event. We have money set aside for a Spring Picnic also (about \$300) and we all agreed that trying to coordinate 2 Spring social events would be difficult and unnecessary. In comparison, the Fall picnic at Pullen Park was only \$175, so the \$300 we have set aside for the spring event is likely enough for another picnic style event. We will need to vote on this as a PTO Board.
- Results from the Parent Survey: 126 parents responded to the survey. 80% of respondents noted that they would rather pay \$5 PTO dues/family than to be asked many times throughout the

- year to bring in items for PTO sponsored events (specifically the Before School Breakfast, After School Luncheon, Teacher Stash (twice a year), Teacher Appreciation Week & Tissues & Tears). Many parents commented that they enjoyed bringing in special items for Teacher Appreciation Week & any time that their classroom teachers have needs. Parents seemed especially stressed with the Breakfast & Luncheon as both of these events occur outside of regular school days for students. It is a big ask for parents to drive back to the school the week before classes start or the week after school lets out in June for the summer. There was discussion among the group that parents have often seemed to express excitement over the Teacher Stashes. Brooke noted that last year, she received many emails about the Teacher Stashes when the Sign up Geniuses hadn't gone out at the beginning of school. We discussed whether to maybe take PTO dues (\$5/family) and apply that to the Teacher Stash as the current money in the budget (about \$100/month) really only covers coffee & creamer at the 2 schools. So there is not any money left over for the actual treats that staff enjoy. We discussed the reality that only 50% of families would likely get their PTO dues in (\$750) and that it would be a hassle to collect and keep up with. Brooke also mentioned that one of the reasons that the Exploris School funds the PTO is so that we won't have to ask parents for dues. The general consensus was to keep the Sign Up Geniuses for the 2 Teacher Stash Events & any events for the Teacher Appreciation Week. We added a spot in the budget for Tissues & Tears (the coordinators only spent \$41, so that is definitely reasonable to continue to fund each year). We also briefly mentioned doing a catered luncheon (maybe a deli) for the After School Luncheon instead of asking parents to bring food in (will be discussed more later). Shann committed to contacting our Teacher Stash coordinator to go ahead and send out the Sign Up Geniuses & start collecting for the first round of treats.
- Shann brought up the fact that Teacher Appreciation Week is not on an Early Release week this year, as we moved it to coordinate with the national TAW. Last year, PTO coordinated a catered luncheon for all staff members on that Friday of TAW since it was an Early Release day. Most of the other TAW goodies are provided by parents. Shann also brought up that a few staff members have asked for water coolers at each school (for access to hot and cold water to drink, mix with soups, pasta, oatmeal etc). There are rental companies that provide this service, and it looks like it would cost about \$1000 total per year for both locations. Shann suggested that the PTO

consider taking the money that was used at the TAW luncheon (\$900) and put that instead towards the water coolers. Alissa asked where the teachers currently get water from and Ellie stated either the water fountains or the sinks in the bathrooms as there are no sinks in workrooms at either location. Shann will reach out to the TAW coordinators and see how much they spent on other items during this week to see what we could put towards the water coolers. Once we gather this information, Shann will distribute the info to the PTO Board Members so we can vote on whether or not to rent the water coolers (as an all year teacher appreciation gift from the PTO) or to provide a catered luncheon again (however, that will be difficult since it's also not an ER day).

- Alissa Hennen gave an update on Volunteer coordination. All volunteer spots have been filled for the year. Janice Moore has volunteered to coordinate MS volunteers and is tackling MS room parents currently. Michelle confirmed with the MS teachers that they do want room teachers this year. ES room parents are in place.
- Several teachers have asked Shann if the PTO can help with playground needs at the ES. These include a new soccer goal (about \$75), some equipment (balls, hula hoops, bubbles, frisbees, etc), and some sort of barrier from the soccer field to the road. Since we rent the property, it cannot be any permanent structure or any design that requires city permits. Shann is coordinating with her husband for more information on how to best address this issue (maybe some metal stakes with deer netting). Neither the Exploris School nor the PTO have funds allocated in the budget for playground maintenance. Shann suggested that this could be a Crew Activities related expense since all K-1 students use the playground. Shann agreed to email the K-5 teachers through Amanda to see what their ideas are about sharing the costs of the requested items from the Crew Activities funds (\$600 total available each year). The items will likely only utilize half of these funds and could be split evenly between the grade levels. We are waiting to hear back from teachers and will move forward accordingly. It was noted that last year the Crew Activities funds covered things like glow sticks (K-1 reward parties), popsicles (end of year), small reward gifts for science bowls, etc.
- Feedback to Exploris Board: Shann attends Exploris Board meetings and has a vote on the Board (to represent parents). Tom Miller requested a PTO update monthly at the Board Meetings. Shann asked the PTO Board members if they had any specific feedback or asks from the

Exploris Board. There were none. We decided that Shann will provide updates with the projects that we are working on currently, collaboration with the Capital Campaign, water stations, etc.

- There were no votable items on the agenda today.
- Tabled items: TAW plans, After School Luncheon (ask Pamela Lietz to price catering at delis instead of pot luck from parents)
- To Do:
 - Shann has emailed K-1 teachers regarding Crew Activities funds for playground maintenance and wish list items if we proceed
 - The Teacher Stash SUG will go out in the next week
 - The PTO Board needs to vote on:
 - Reallocating the \$1500 for Spring event to Marbles event
 - The water cooler stations vs. catered luncheon during TAW (contact coordinators)

