

# PTO Meeting 03/07/17

---

8:30-9:40am / Elementary School

## ATTENDEES

Brooke Somers, Christine Hutchens, Renee Anderson, Summer Clayton, Tessa Tanis

## NOTES

### Board Meeting - Christine

- Christine provided a summary of topics covered at the School Board meeting
- Voted in new member of the Board, Kim Vonweigh, in charge of the development for the new School
  - The school has also hired a development consultant
  - The amount of testing for the students was discussed
  - Minutes can be found on the school website

### Building & Grounds - Shann as committee head

- Brooke advised that she will reach out to Shann to see if any materials are needed for the work day on March 25<sup>th</sup>
- Brooke plans to ask Candice to communicate to the teachers about what is needed

## Events

### **Middle School Dance**

- Brooke plans to attend
- Summer advised that six teachers are attending and that she would be there part of the time
- Budget updates were made for Teacher Staff and Spirit Wear lines

### **Spring Family Day**

- Brooke advised that March 31<sup>st</sup> will not work as we would be excluding the German exchange students who already have an event that evening. No other Fridays appeared to work, due to spring break and other conflicts.
- The group decided to try and schedule for Sunday, April 6<sup>th</sup> around 5:30.
- Tessa to follow up with Roller rink
- The group also agreed to use the \$1,500 budget to cover the entry fee and allow people to buy food at the snack bar if they would like to
- Renee to help get info out

### **Teacher Events**

- Teacher appreciation week May 8<sup>th</sup> through 12th
- Hospitality Lunch June 12<sup>th</sup>
  - Renee to post on the blog
  - Volunteers should bring different salad ingredients to make a salad bar
  - Volunteers should also bring desserts
  - Teacher Stash

- Summer recommended the last week in March

### **8<sup>th</sup> Grade Graduation**

- The school is looking for a current 6<sup>th</sup> grade parent who can help plan the event next year

### **End of Year Picnic**

- Dana Deaton offered to hold it at the University Club, where she is a member
- Cost is \$150-200, which covers a covered pavilion, grills and bathrooms
- Everyone to bring food to share and beverages are allowed
- Brooke to follow up with Dana on dates
  - Try for weekend before school is out
  - Renee to start advertising

### **PTO Board Members for Next Year**

- Brooke advised that Shannon White was inquiring about PTO president
- Tessa to replace Christine as Treasurer
- Christine to remain in charge of Passive Fundraising
- Renee will remain in charge of Communications
- Shann to remain in charge of Building & Grounds
- Brooke offered to be Secretary

### **Committee Chairs**

- Brooke to send emails to Committee Chairs to see if they will continue for next year

### **Budget - Christine**

- Crew Activities - Christine
  - Each grade has \$200
  - Room parents are responsible for planning activities
  - Most activities take place toward the end of the year
  - Summer will remind teachers that this money is available
- Education Programs - Summer
  - Grades 4-5 like POE and there are PTO funds available for it
  - Amanda - speaker for Parent University
  - Christine advised that Jenny Gardener has not cashed a check from 2015. Summer to follow up to see if check needs to be reissued.
- Club Grants - Christine
  - No one has submitted receipts
    - Comic Book Club - \$25
    - Cross Country
    - Journals for Jess - \$135
    - Science Olympiad requested via email
      - Christine to check if this one has been paid
  - Summer to check with Candice to see if the school has reimbursed them instead of PTO
- Budget Program - Christine
  - Currently using ibank software
    - Everything was lost and then recaptured
    - Christine and Tessa to research and choose a new application to transition to
      - Renee suggested that we look at Wave - web-based and free

- o The group discussed having a way for people to pay online and charge any processing fees to payer
  - Paypal - currently has \$10K in account
    - Christine to look into getting it transferred to bank account
    - The group discussed the possibility of using this money for the year end gift
  - Wave
  - Other options

### **Other Matters**

- Parent Facebook Page
  - o The group agreed that we should wait until families are enrolled to provide access
  - o Once Mae publishes the list and they have accepted, she will add them
- Sprit Wear
  - o Add this to public Facebook page
  - o Brooke to go through current inventory
  - o Brooke to ask Laura Johnson to launch Spring spirit wear sale
- Steering Committee Luncheon
  - o Joyce Fitzpatrick coordinating
  - o Lunch at York Properties with people who have relationships with the community and organization