

# 2015-2016 Executive PTO Meeting

# MINUTES

Date: September 10, 2015, 2015

Time: 3:30; Conference Room

Attendees: Janice Osieja, Jill Rees, Joan Roth, Heather Smith, Kelley Brunner, Tammy Thaete, Stephanie Fierro, Susan Fraioli, Janet Schwertley



Absent: Arlen Sykes

<p><b>Review from 8-19-15 minutes</b></p> <p>Joan briefly reviewed the minutes from 8-19-15.</p> <p>Mrs. Brunner spoke with Jackie and she feels that should we choose to do a carnival at school it would be ok to have food trucks “rent” space from the school to sell their food. Other schools have done this within the district. They would need to complete a Use of Facility form.</p>	Joan Roth
<p><b>Non Fiction Books for Kindergarten</b></p> <p>Miss Smith presented the request for Non Fiction books for Kindergarten to the group. The cost for these books would be \$945.95.</p> <p>PTO agreed to support this request and it was a unanimous Yes vote from the group.</p> <p>Jill is going to check with Scholastic to confirm that “scholastic dollars” can be used towards this purchase. If they can, Jill will try to make the purchase and get back to either Miss Smith or the Kindergarten team.</p>	Miss Smith
<p><b>Budget</b></p> <p>Jill briefly discussed the budget.</p> <p>Zzeeks Family Dinner Night brought in \$550.00 for the PTO. We have received \$243.97 in direct donations. Shopping Rewards total is up to \$646.70</p> <p>Jill has not researched a new CPA for the PTO but will be checking with the Basis CPA to confirm what they charge.</p>	Jill Rees
<p><b>Reverse Osmosis System for Teacher’s Lounge</b></p> <p>Miss Smith presented the group with a few different options for this request. It was a unanimous vote to go with Aqua Chill at \$30 a month (for 10 months).</p> <p>Jill will contact Aqua Chill in regards to this request.</p>	Miss Smith

<p><b>Direct Donations</b></p> <p>Janet presented the board with a variety of ideas for the Direct Donation drive.</p> <p>The group agreed on 2 different Drives.</p> <p>The first one would be called \$10 Tuesdays and would start on Tuesday, September 15<sup>th</sup>. For every \$10 donated children would have the option to participate in the following:</p> <p>If you donate \$10 by 9/22 you will receive 1 can of Silly String to “string” Mrs. Brunner. Limited to 1 can per student. Parents can only purchase 1 can. Multiple purchases of this item not permitted.</p> <p>If you donate \$10 by 9/29 you will receive 3 strips of “Duck Tape” to tape Mrs. Brunner and Mrs. Thaete to the wall. Limited to 3 strips of tape. Parents can only purchase 1 (3 strip) ticket. Multiple purchases of this item not permitted.</p> <p>If you donate \$10 by 10/20 you will received 3 balls to throw at the Dunk Tank to dunk Mrs. Brunner or??</p> <p>If you donate \$10 by 10/27 you will receive 1 raffle ticket to win a Wii U.</p> <p>If you donate \$10 by 11/3 you will receive 1 raffle ticket to win a Mini iPad.</p> <p>If the parents would like to donate additional money towards either raffle they can, but the cost is \$10 for 1 raffle ticket.</p> <p>The value of the Wii U is approximately \$279 and value of iPad mini is approximately \$225 as Apple gives a discount to the school.</p> <p>Raffle Tickets need to specify what type of iPad they can win. Each raffle ticket needs to have a date as to when the money is due.</p> <p>The second drive we agreed on is a Dodge Ball Tournament for 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> graders.</p> <p>This drive will be January 15, 2016. It will cost the kids \$5 per life and can be sponsored for 5 lives (up to \$25). This will be held after school on a Friday at 3:30 (3<sup>rd</sup> grade), 4:30 (4<sup>th</sup> grade) and 5:30 (5<sup>th</sup> grade). The winner for each grade level will win a shirt and a \$25 Target Gift card. Everyone agreed this was a great idea.</p>	<p>Group</p>
<p><b>Additional Items Discussed but not given for agenda</b></p> <p><b><u>Dads and Donuts</u></b></p> <p>Fry’s has agreed to sell us 35 dozen donuts at \$4.99 a dozen and 12 gallons of juice at \$2.12 per gallon. We will also have Starbucks Coffee.</p>	

Set up will be Tuesday, 9/15 at 6 pm.

Stephanie suggested we do this on the grassy area in the years to come. We agreed that this could be a great idea.

### **Mother Son Pirate Hunt**

We are paying a face painter \$60 an hour and \$30 for every additional hour. They will paint scarfs and mustaches. We have a lot of the prizes from last year so not a lot needed to be purchased. We will have chicken sandwiches and chicken nuggets available for purchase.

### **COSTCO**

Costco paper drive is set for 9/19 from 7-9 pm. For every \$100 spent, Costco will donate 1 ream of paper to the school.

### **Teacher Liaison Position**

Janet suggested there be a cubby in the work room for teacher's requests as well as completed items. Liaisons would come to school M,W,F. There will be a sign in sheet for the liaisons.

After the meeting was adjourned a few in the group started to discuss the difference between the kindergarten liaison and 1<sup>st</sup>-5<sup>th</sup> liaisons and voting rights. Because this was not discussed with the entire group, this will be added to our October Executive Board meeting for discussion.

### **Media / Email Distribution**

With Janet's full time job she is concerned that she will be able to continue to send out emails to the PTO List Serv. Janice has agreed to do this for the PTO. Janet will show Janice how this is done.

### **Agenda Items**

Joan requested that the board send in their agenda items when the Secretary's request is made prior to the meeting. This meeting should have been 45 minutes vs. 2 hours as several additional topics were discussed. Jill brought up that Joan only had 15 minutes for the Direct Donations discussion but Joan noted that nobody asked her to increase the time for this topic and no one sent in agenda items other than Miss Smith and Susan Fraioli. Joan mentioned that all agenda items should be sent to Secretary prior to meeting and if items are not sent topics should be tabled until next meeting.