

PTO Meeting -- September 7, 2023 minutes

Agenda Item	Discussion & Action Items	Notes
Introductions		We had lots of new faces at our meeting. It was great to see everyone.
Back to School Night	Aug 29, 5:00 - 6:30 <ul style="list-style-type: none"> <li>Recap - how did it go?</li> </ul>	<ul style="list-style-type: none"> <li>Got lots of sign ups for possible volunteers</li> <li>Janelle has the sign up list</li> </ul> <b>AI:</b> Nichole to create a PTO contact list document
One Book for All	<ul style="list-style-type: none"> <li>Report on how many reports we received               <ul style="list-style-type: none"> <li>Report on how everything went</li> <li>Do drawings for prizes</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>We drew 6 winners from the list</li> </ul> <b>AI:</b> Give list of winners to Mary Ann to distribute the gift certificates  <b>Feedback on this year/suggestions for next year</b> <ul style="list-style-type: none"> <li>Look at doing 2 books next year that are broken down by age group</li> <li>Start planning about the same time as last year</li> <li>Recording process went smoothly but do a mass upload for this year (so people can list all at once)</li> <li>Library was happy to participate</li> <li>Do more social posts about the recordings</li> <li>Work for Oak Street to get the book on the curriculum</li> <li>Apple Learning Center - contact Paige; she might want to be included in this</li> <li>Ask Kids Co to participate</li> </ul>
GROW Garden expansion	<ul style="list-style-type: none"> <li>Discuss request for funds to cover materials for a shed and pergola (Bonnie)  <a href="#">Garden Plans</a> </li> </ul>	<ul style="list-style-type: none"> <li>Looking to expand garden and asking PTO for approximately \$4,000 to purchase supplies</li> <li>The high school shop class will do the build (supply the labor)</li> <li>GROW is looking for a business sponsor at each school garden; other funding comes from PTO and the school</li> </ul> Motion to move forward with the funding: Nicole S. Second: Leah Majority approved
Financial report	<ul style="list-style-type: none"> <li>Andrea - after GGRR?</li> <li>Funding requests:</li> <li>GGRR Budget - Janelle</li> </ul>	Tabled until the October meeting
Snack Library	<ul style="list-style-type: none"> <li>Current stock</li> </ul>	Nothing new to discuss

Childcare at meetings	<ul style="list-style-type: none"> <li>Discussion with Community Ed (Bonnie)</li> </ul>	<ul style="list-style-type: none"> <li>Bonnie talked to Bernie W. and there is interest from Community Ed to do some sort of childcare at meetings but nothing is definite</li> </ul> <p>AI: We will have babysitter for October meeting; if we can get a volunteer great, otherwise we will pay a sitter with the funds coming out of our operation fund</p>
Bringing Books to Life	<ul style="list-style-type: none"> <li>Brief discussion of event</li> </ul>	<ul style="list-style-type: none"> <li>Start planning event in December</li> <li>Talk to the football team about doing food again as a fundraiser for the team (worked better than trying to get food trucks to come to the school)</li> </ul> <p>AI: Add this to October's PTO agenda</p>
Teacher engagement	<ul style="list-style-type: none"> <li>Megan Weeth is our new teacher liaison</li> </ul>	<ul style="list-style-type: none"> <li>It has been difficult to get the teachers to engage with the PTO</li> <li>Mr. Copp suggested adding a follow up report for teachers that receive PTO funding. For example, if the PTO funds a field trip for the 2nd grade, a 2nd grade teacher would come to a PTO meeting to give a recap on the field trip (what did they do, how many kids attended)</li> <li>Have this follow up will also be great in order to share with the larger community how the funds raised by the PTO are used; we can share on Facebook and in the newsletter</li> </ul> <p>AI: Nichole to update the funding request for to include the recap criteria</p>
Additional fundraisers	<ul style="list-style-type: none"> <li>The suggestion was made to look at doing other, less intensive fundraisers throughout the year (ex: Pizza Ranch fundraiser)</li> </ul>	<ul style="list-style-type: none"> <li>This was tabled until a later meeting</li> </ul>

GGRR	<p><b>EVENT TIMELINE</b></p> <p>Sept 7: Fundraising packets stuffed at PTO meeting</p> <p>Sept 11: Fundraising website turned on</p> <p>Sept: 14: Video shown and packets distributed</p> <p>Sept 29: 10<sup>th</sup> Annual GGRR</p> <p><b>T-SHIRT</b></p> <ul style="list-style-type: none"> <li>• Updates - Nicole S</li> </ul> <p><b>PRIZES</b></p> <ul style="list-style-type: none"> <li>• Updates - Janelle</li> <li>• Pick up gift cards from Bees Knees</li> <li>• Take inventory of mystery prize items (and pencils)</li> </ul> <p><b>VIDEO</b></p> <ul style="list-style-type: none"> <li>• Recording tonight</li> </ul> <p><b>PACKETS</b></p> <ul style="list-style-type: none"> <li>• Stuffing tonight</li> <li>• Distribution</li> </ul> <p><b>OPEN NEEDS</b></p> <ul style="list-style-type: none"> <li>• Buy cups?</li> <li>• Are we going to have an incentive for blackout bingos? I.e. pie Mr Copp?</li> </ul> <p><b>TO-DO BEFORE EVENT</b></p> <ul style="list-style-type: none"> <li>• Volunteers needed</li> <li>• Pick up apples (bananas?)</li> <li>• Decorate - signs and chalk</li> </ul> <p><b>TO-DO DAY OF EVENT</b></p> <ul style="list-style-type: none"> <li>• Race leaders - Honor will run</li> <li>• Set up tables in the morning</li> <li>• Volunteers will serve fruit, monitor route and clean up</li> <li>• PTO members tally donations</li> </ul>	<p><b>T-Shirt update</b></p> <ul style="list-style-type: none"> <li>• Everything has been sent to Thorsons</li> <li>• We need to get numbers for shirts; Last years sizes are posted here <a href="#">GGRR t-shirts 2022</a></li> <li>• Committee will receive the a proof and will need to pick between white and black printing</li> </ul> <p><b>Video</b></p> <ul style="list-style-type: none"> <li>• The first 5 sections have been done (Thank you to Gus and Walden)</li> <li>• Between Megan, Brandon, and Kelly the other sections will be done by their kids and/or the flag football kids this weekend.</li> <li>• Here is the updated script with assignments <a href="#">video script</a></li> </ul> <p><b>Open Items</b></p> <p><u>School kick off</u></p> <p>Bonnie and Nichole P will do the classroom roadshow next Friday (9/15)</p> <p>AI: Nichole to contact Christie Theising to coordinate logistics [She handled this last year] - email sent and waiting for updated</p> <p>AI: Nichole to ask Christie for number of students by classroom and Andrea will break out the packets by class - requests and waiting for numbers</p> <p><u>Volunteers</u></p> <p>AI: Janelle will do a signup genius for day of volunteers and include shirt sizes</p> <p>Volunteers need to complete the district volunteer form <a href="#">District volunteer form</a></p> <p><u>Race day logistics &amp; decorations</u></p> <p>We need to notify the police department about the race and set up barricades</p> <p>Andrea - did you volunteer to call the police? Nichole can if you don't have time</p> <p>AI: Nichole will talk to Kids Co about doing chalking the night before (last year they did this and the PTO supplied the chalk)</p> <p>Runner/Pacer: Honor will do this again</p> <p>Coach Abe might not be able to be the MC this year but Mr. Copp said he can help with this</p> <p>AI: Bonnie will talk to Coach Donnavan about making announcements</p> <p><u>Food</u></p>
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	<b>TO-DO AFTER THE EVENT</b> <ul style="list-style-type: none"> <li>• Order keychains</li> <li>• Distribute prizes (October assembly?)</li> <li>• Pizza Party and Cupcake party</li> <li>• Print prize certificates and Scholastic vouchers</li> <li>• Print Boba tea certificates (with expiration date) and redeem / pay for them.</li> </ul>	<p>AI: Nichole to ask Kids Co about using the orange water jugs  AI: Janelle will get apples  AI: Janelle will talk to Kwik Trip (Darcy) about donating bananas and will look at using the donated gift cards to buy cups</p> <p><u>Blackout Bingo</u>  Kids get a certain number of bingos (last year it was 300 plain bingo's) and there was a school wide incentive  If we do number of blackout bingos we will need to lower the number by a lot  Mr. Copp and Mr. Ekern switch jersey's again or something easy to clean up  Kids have to get a certain amount of blackouts</p> <p>AI: Lisa will look through minutes for logistics details - Done and emailed to the group</p>
<b>Yearbook</b>	<ol style="list-style-type: none"> <li>1. Contract for 2023/2024 has been signed</li> <li>2. Invoice settled; we have a small credit to use for this year</li> </ol>	
<b>Book Fairs</b>	October 16-18 Teacher Wish Lists	Will do a teacher wish list order after the next book fair
<b>Meeting schedule</b>	Keep them on the first Thursday of the month <ul style="list-style-type: none"> <li>• <i>September 7 [stuffing GGRR packets]</i></li> <li>• October 5</li> <li>• November 2</li> <li>• December 7</li> <li>• January 4</li> <li>• February 1</li> <li>• March 7</li> <li>• April 4</li> <li>• May 2</li> <li>• June 6</li> </ul>	We will make sure there is a Teams meeting link for each meeting

**Next Meeting: October 5 from 6:00-8:00 pm at the elementary school**

**Attendance:**

Name	Role	Attendance
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Janelle Ramaker	President	
Kelly Norsten	Vice President	
Nichole Pierce	Secretary	
Andrea Spencer	Treasurer	
Leah Webber	Co-treasurer	
Lisa Mahoney	Past President	
Megan Weeth	Teacher Liaison	
Brandon Lange	Technology Liaison	
Megan Wurzel	Director	
Bonnie Martin	Director	
Nicole Schmit	Director	
Ashley Lorenz	Director	
Jeffrey Copp	Principal	
Melinda Crowley	Superintendent	