

The meeting began at 6:37 pm

Attendees - 31

Board Members in Attendance:

Tahra Harrel, Cecile Rock, Megan Pugh, Renee West, Jeanette Bentham, Janie McKelvey

Members in Attendance: Liz Wynn, Jen Young, Catherine Tabor, Allia Lawson, Emily Dunn, Sue Huck, Laurel McHugh, Matthew Arlington, Joy Beauregard, Stasia Pitcher, Nicole Ridenour, Jeannie Schultz, Brent Schultz, Carrie Wolken, Sherry Brubaker, Amy Brookes, Valarie Arington, JaVon Jason, David Middlin, Erin Gowell, Heidi Barrick, Jade Rathke, Gretchen Clatterbuck, Angie Means, Kishore Damaraju

I. Introduction to the Board Members

II. Approval of the May meeting minutes

III. Treasurer's Report

2017-18 Planned Operating Expenses: \$38,850

2017-18 Estimated Income: \$26,850

Bank Balance as of 9/19/17 : \$20,560.29

Band Line Item: -\$2,290.03

Checks not cleared but written: -\$750.00

Total Available: \$17,520.26

- a. The budget included a Funding Request Line Item for the beginning of the year of \$3,100.
- b. We want to keep \$8,000 in reserves.

IV. Funding Requests

- a. Tahra Harrell is requesting \$1,500 for tables, chairs, clothing bins and additional items for the Parent Room. **Approved 24 Yes 4 No.**
Discussion: The PTO had approved \$1,500 for the Parent Room last year but because the funds were not spent by the end of the fiscal year so the funding request needed to be re-approved. The Parent Room needs new chairs and tables and clothing bins to keep the donated clothing organized. NHA does not provide funds for the Parent Room furniture. The office staff has found chairs that are \$115 each that are being considered.
- b. Carrie Wolken and the 5th grade teachers are requesting \$267.68 to order Scholastic Storybooks magazine for the 5th grade classrooms. **Approved 26 Yes, 1 No**
Discussion: Carrie Wolken used Scope Magazine for her 6th grade class and now teaches 5th grade and realized that Scholastic Storybook is the equivalent for the 5th grade. They used the magazines for small groups and workshops and the magazines last from year to year. They would receive 30 issues total and each 5th grade teacher would receive 10 magazines. The 5th grade teachers have already spent the \$100 allocated for their classrooms from the PTO.
- c. Jennifer Young is requesting \$750 for the purchase of 4 additional tables to be used inside her 5th grade classroom. **Approved 27 Yes, 2 No**
Discussion: Jennifer Young teaches science to the 5th graders and has already purchased 2 tables to be used for her class that include room to store the kids' belongings. Currently the kids are storing their belongings in baskets under the desks but by the end of the day items are strewn everywhere. These tables work well for science experiments and the students can sit 4 students per table and work in a group. The laminate table tops will not be damaged by the chemicals that are being used. The tables are adjustable and could be used for different grades.
- d. Janie McKelvey introduced a funding request submitted by Alicia Kinsley for \$57.30 to be spent on Scholastic Classroom Magazines for her class. The vote was tabled as the funding request was not submitted 48 hours prior to the meeting and was not on the agenda. Since the request was for less than \$100 the PTO board decided they would vote on it themselves.

V. Topics and Updates

- a. Liz Wynn has volunteered to collect and head the Box Tops for the year. She collected box tops today and will collect them monthly. The next collection will be in October. Our goal is to raise \$3,000 with box tops. There is a box top App that helps you raise more money. The teacher who collects the most money will get \$25 to spend for their classrooms. The box tops count towards House colors. The box tops are submitted for a November and a March deadline. It was discussed that volunteers to help Liz with the box tops would be appreciated as there are a lot to cut and sort.
- b. Fun Run is taking place October 5th. Our goal is to raise \$15,000. It is one of our two big fundraisers. It was stressed how important it is to help with the fund raising so that we have enough money for our budget and funding requests. It was also stressed that creating a fundraising page and sharing with family and friends is a simple process and very effective. Liz Wynn provided an update on behalf of Kim Kratzer that as of the meeting \$4,995 had been raised, 133 students were registered and 78 students had collected at least one donation. A new member mentioned that she could lend 8 super hero capes to be used during the run. Another new member mentioned he had not heard about the Fun Run and felt that a better description of the event itself, and how it operates on the day of the run needed to be provided to the parents. It was also discussed that it should be emphasized to the parents how the PTO's funds have been spent in the past as an incentive for raising money.
- c. Trunk or Treat is taking place Friday October 20th. The parking lot will open at 5pm and close at 5:45pm to incoming cars. Trunk or Treating will begin at 6pm. There will be a movie inside of the gym and concessions offered. Volunteers are needed and a sign up genius will be created and posted. The first 10 volunteers to sign up will have their \$5 admission waived. Parents will have the option of reserving a whole pizza this year. Flyers will be sent home in the near future.
- d. We are looking for volunteers to help run Dining for Dollars events as a way to engage the school community and to raise funds for the PTO. Angie Means volunteered to organize a dining event. It was also discussed that volunteers are needed to create a Hospitality committee to help organize providing dinners for teachers during conferences and during teacher appreciation week.

VI. Adjournment 7:44 pm

VII. Next Meeting: Monday, October 23rd, 2017 6:30 in the Music Room