

# Grace Abbott Elementary PTO Meeting      Tuesday, November 1<sup>st</sup> 2016

**Board Members:** Jaime Diamond, President; Josh Kitchen, Treasurer; Christy Kleffman, Secretary; Alyssa Mason, President Elect

- **Welcome/ Introduction:** The meeting was called to order at 6:33 PM.
- **Review October Meeting Minutes:** Cheri Shoup motioned to approve the minutes. Josh Kitchen seconded the motion.
- **Principal Report:** The Halloween parties were held on the Friday before Halloween this year, and the schedule worked well for the staff. The school staff will be discussing ways to make sure that the room parents are not in the classrooms too early to set up for parties to maximize learning time for the students. In the past, only the room parent chair was allowed into the classrooms early so that they could set up for the parties. Dr. Chaussee would like to find a balance so that all parents feel welcome to participate in school parties, but not take away too much time from teachers.
- **Treasurer Report:** The walkathon totals are 99% in and will be added to the budget.
  
- **Committee Updates:**
  - **Educational Grant Programs/Scholarships (Carri Dyer)**
    - Educational Grants: We have a \$3000 budget, and have already received \$5,250 in requests from teachers for funds. There are a couple of different options for ways to fund these projects:
      - Option 1: Award all grants - ask PTO to increase budget. This amount would come out of the surplus money generated by this year's Walk-a-thon.
      - Option 2: Award each teacher up to \$300 toward their grant
      - Option 3: Look at who has gotten a grant in the past; and award to those who have not received one.
      - Option 4: Look at number of student impacted by the grant
      - Option 5: Look at each individual request to see if a smaller portion could be funded instead of the full request.
    - Maureen Kitchen motioned for all of the grants to be funded. Carri Dyer seconded the motion. The motion passed for a total amount of \$4738.27.
  - Scholarships: Abbott will be the first school to offer 2 scholarships, and the Millard Public Schools foundation was very excited that the school will be doing this.
- **Movie Nights (Maureen Kitchen)**
  - A successful Movie Night was held in October. There were 94 total attendees.
  - The February and April movie night dates are to be determined.
- **Cash Rewards/Incentive Programs (Candice Casper/Robin Matthes)**
  - There is \$1865 of income coming in this month, with another \$450 coming in December. We are currently also collecting Hy Vee receipts, as well as participating in the Amazon Smile program.
- **Buzz Book (Laura Hensley)**
  - The final copy has been approved and will be sent off to print by the end of this week.
- **Hospitality (Becky Eichmann)**

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- The dinner for staff at Conferences was successful! Dr. Chaussee reports that the staff really loved the food, and were very thankful for the meal.
- Support Professionals Day is held in November. Gift cards for support professionals will be given.
- **Fifth Grade Farewell (Candace Casper/Jennifer Cukendall/Shelly Anzalone)**
- The 5<sup>th</sup> graders voted on the theme today. There was a tie between Emojis and the Huskers. Another vote will be held soon. The Farewell event will be held May 9<sup>th</sup>, at Kiewit Middle School.
- **Classroom Party Volunteer Coordinator (Carri Dyer):** The Halloween parties were a big success! Thank you to all of the parents who volunteered and worked so hard in the classrooms to make this happen.

A question was brought up about funding activities for classroom parties and room parent sponsored events. There was a recent incident where room parent chairs asked for parents to write checks to them personally instead of to the PTO. Discussion was held as to whether or not this is the appropriate way to handle this. Some parents felt that there are checks and balances in place from the 3 chairs that are in charge, but in the instance of the 5<sup>th</sup> grade parties, there is a large amount of money that is being collected. It was suggested that if the amount of money collected is above a certain amount, then the funding should be routed through the PTO. A second suggestion was to only collect money for one event at a time so that the amount of money being collected is not so large. The board will meet and discuss making a form for committee chairs to keep track of money donated by parents. Dr. Chaussee reported that in the school, everything is run through the secretary so that no one is personally responsible for money. After discussion, it was decided that if more than \$300 is collected, the chair will need to contact the PTO board to route the money through the PTO. Carri Dyer will send a letter out to the Room Chairs to let them know about the \$300 amount. The form will be presented at the next meeting to make sure everyone is comfortable with the format.

- **Yearbook (Suzie Hartman):** No report
- **Bricks (Erin Barry):** No report
- **Fun Nights (Cara Robbins):** The 2<sup>nd</sup> and 3<sup>rd</sup> grade Fun Night had a great turnout! The change between crafts to games as the focus was a very positive change.
- **Social/Welcome Committee (Jessi Mann/Amy Skolaut):** No report
- **Original Art Works Fundraiser (Debbie Smith):** No report
- **School Carnival (Kristy Gotschall):** No report
- **Youth Frontiers (Julie Shaner):** No report
- **Walk-A-Thon (Julie Shaner):** The projected amount collected for the Walk-a-thon fundraiser is \$21,000. The amount spent for prizes is not finalized. There are a handful of extra prizes due to having to order in bulk. Some of these will be used to supplement for carnival prizes. However, some are left in only single quantities or amounts that aren't conducive to the carnival. The left over alligators and drone will be offered to the teachers to purchase.
- **New Business**
- Popcorn Machine Purchase Discussion (continued): The cost would be \$500 to \$1000. Popcorn machines are mandated by the district to be only used in the kitchen, so that proper ventilation can be

provided. The larger size machine would cover amounts needed for both movie nights and carnival. The vote on the machine will be postponed until the January meeting.

○ Walk-A-Thon Funds:

▪ Several parents have asked if a walking track would be possible to purchase for the playground.

As this is an expensive item, it was suggested that more research on approval and costs be conducted.

When this has been determined, a savings plan could put into effect for future years to acquire the money.

Several years ago, an estimate was made for around a \$25,000 total cost. Dr. Chaussee will contact

Standing Bear to find out the cost of their walking track which was recently put in, and get more

information.. A note will be put in the Gator Tales that will ask parents to send in additional ideas for other

projects for the PTO to vote on at their January meeting. Jaime Diamond will survey the staff for their

opinions on the usage of a walking track and other project ideas.

▪ Other Ideas for larger projects included installing an underground sprinkler system, or artificial turf on the field.

• **Questions:** No additional questions.

• **Adjournment:** Maureen Kitchen motioned to adjourn the meeting, and Josh Kitchen seconded the motion. The meeting was adjourned at 8:14 PM.