

PTO Meeting Minutes

October 1, 2019

In Attendance: Becky Wright, Tara Collins, Lisa Carney, Katrina Mayer, Kelsey Warren, Beth Ashmead, Nick Mauro, Brittany Stinkney, Jami Westlund

Nick moves to approve the minutes. Katrina 2nd the motion.

- Principal's Report
 - Teachers/Students in the groove
- Treasurer's Report
 - \$5,359.44 in Checking
 - \$1,143.42 in Savings
 - Paid out \$30 to BE's Vender for water cooler contribution (9/25/2019)
 - Paid out \$356.50 for the 4th grade field trip for Feed My Starving Children on 10/8/2019 (9/25/2019)
 - Paid out \$82.00 for Fall Fest color posters (9/25/2019)
 - Tax Return Bill to be paid out by 10/7/19
 - Third Quarter Sales Tax to be filed with Amanda Mleziva, PCN Inc. within the week.
 - AMENDED last meeting- we approved to pay \$400 contribution to staff water dispenser.
- Vice- President Report
 - Reached out to parents who volunteered to be "Room Parents"
- Fall Fest- Tara Collins
 - Every item that has gone out to the BH parent group we've sent paper and electronic copies
 - Teachers receive info that they can send through Seesaw electronically
 - Trying to reach parents through a variety of communications for maximum involvement
 - We've received 20 copies back from the packet that went home to parents in regard to involvement
 - 410 packets sent home with students on 9/20/19
 - Fall Fest Event posted on BH PTO Facebook

Sign Up Genius

- 10/2/19 one master sign-up genius will go out to the BH parent group from Sally in the weekly newsletter
- Teachers will get a copy of this sign-up genius link as well to send through Seesaw to classroom parents

Highlights from Fall Fest Committee Meeting

- Implementing "highlighted" system to silent auction
- Forgoing cake walk this year
- Adding face painting this year: Face Painting by Lori
- We would like to look into using Art classroom and get approval for that from the Art teacher for a quiet area for some of the younger siblings that attend the event. This could include an area where children can color, put on temporary tattoos, sensory bin for younger children and more!
- Can BH PTO continue to sponsor the popcorn for a food option at this event? Will PTO purchase the popcorn needs or should I purchase that and submit receipt?
- Flyers and signs will be posted around our community after Halloween.
- We will be putting donation jars at our check in table and also the register table for the

food/bake sale. This may prompt people to “donate the change!”

- Looking into being able to offer other options other than cash for the bake sale/food.
- Looking into having a friendly competition amongst the classrooms with student attendance at Fall Fest through a jar system at the check in table that can show attendance by classroom. Incentive for the students such as a pajama day, movie day or pizza party. I plan to check in with teachers and get their feedback on incentives that work for them.
- This would include a teacher incentive such as a School House or Amazon gift card for the winning classroom! We are looking to maximize STUDENT and STAFF attendance at this event as the funds raised are a direct benefit to both. Incentive would be based off attendance % as not all classrooms have the same amount of students.

Upcoming Tasks

- Sponsorships of larger activities such as wagon rides, face painting, bounce house and photo booth
- Donations for kid's raffle
- Donations for auction/raffle
- Organize PTO closet and take inventory of what we have on hand and what we need to purchase for the event
- Signage updates: food, baked goods, event signs
- Event booklet updates
- Committee Reports
 - Field Day- New lead- Brittany Stickney
 - Father/Daughter Dance- Kelsey Warren; date is April 3
 - Mother/Son Kickball- Sarah Gillette
 - Box Tops- Becky Barlament
 - Add Kwik Trip milk caps??
 - Hospitality- Tara Collins
 - Yearbook- Picture Day was today
 - Book Fair- Jami Westlund; in contact with Scholastic Representative
 - Created email address for Book Fair to ease future transition
 - Running Club- Molly Rindt; in Spring
 - Book Distribution- Jami Westlund; in the works on creating timeline; potentially January and April
 - Welcome New Families- Beth Ashmead; needs phone numbers from Sally

Kindergarten Grant Request- Tara moves to approve grant request not to exceed \$250 for IPAD Charging Station. Jami 2nd the motion.

Beth moves to adjourn at 7:40 p.m. Lisa 2nd the motion.