

Richland Elementary PTO

Meeting Minutes

Friday, March 9, 2018

9:00 AM – 10:30 AM, Richland Elementary Library

ATTENDEES: Deanne Austin, Shauna Carr, Julie Murphy, Jessica Greve, Cindy Wassa, Peggy Kendrick (for Mrs. Buckmaster), Molly Flora, Erin Sullivan, Mandy Damico, Michelle Kamman

President's Report

- a. New Secretary - Welcome Jessica Greve to the Board!
- b. Book Fair - Book Fair Dates are March 12th through March 16th. It will also be open to teachers and parents tonight during and after movie night. Posters are up, and information has been added to the school newsletter and posted on Facebook.
- c. Lost and found - parents please check the boxes in the hallways. Items not claimed will be donated at the end of the school year.

Vice President's Report

- a. Movie Nights - Tonight's movie night has a record initial group of 91 kids attending. Volunteers will meet in the office at 3:30 to escort participants to the gym. There were several questions about whether parents were required to sign their child in to movie night - clearer language will be included in the next announcement. An email was sent to staff explaining the logistics to minimize traffic in the hallways and avoid bus confusion. The table for parent sign-out will be moved near the entrance to the library to encourage traffic to the Book Fair. Currently the next movie night is scheduled for a Thursday, but will consider moving to Friday (May 18) depending on gym availability and scheduling.
- b. A parent has volunteered to assist with water bottle recycling for tonight's movie night. Buckets will be available for students to pour out remaining water and bags will be provided for bottle pickup.

Treasurer's Report

- a. Updated Budget - We received a check from Harding's for \$91.58 as well as more signups for the reimbursement program. Information was added to the newsletter which may account for the participation increase.
- b. A Janitorial line in the budget sheet was discussed at the last meeting but not added as we are waiting to see if we incur more applicable fees
- c. Possible 2nd Peachwave Fundraiser - Kid cup coupons are available and currently being used for Reading Club. They also held an ice cream day when they opened and provided samples and coupons to students. They will be supplying the prize for the top Box Top participant of the year. Will consider another fundraiser when the weather warms up, possibly in May

Secretary's Report

- a. Updated the contacts list in the google account associated with richalndglpto@gmail.com. Will continue to update the Google drive and get access information to board members

Committee Chairs Report

- a. Popcorn Friday - The next popcorn Friday will be Friday is the 23rd - we will need volunteers to pass out popcorn for kindergarten lunch, all others have been filled. Jessica offered to sign up for that position.
- b. Yearbook - Order forms will be coming home soon. Pictures can be uploaded directly to the Lifetouch website community.lifetouch.com with the access code BWCQSH.
 - i. Teachers received staff notes regarding pictures via a direct email sent out with Google pictures shared album
 - ii. Concerns were raised about the resolution being high enough for submission when pictures are passed along. Jen Pickens has created a shared folder for each grade so pictures can be directly shared. Molly will touch base with Jen to get more information.
- c. Field Day - Will be held June 5th. Volunteers can contact Jennifer Pickens at jpickens@gulllakecs.org to help.
 - i. Previously had only been for second grade, this year will incorporate all grades with extra activities for second grade (banner, ice cream, water balloons)
 - ii. Concerns were raised about the availability of water during the events. Teachers will be encouraged to have a plan for water for their students, and remind students to bring their personal water bottles out with them. Water stations will be made available.
 - iii. This will be occurring at the end of the next Book Fair
- d. Book Fair - Cindy Wassa
 - i. The budget for All for Books is \$763.36 and will be used to purchase books from the teacher's wish lists at the end of the fair
 - ii. The register processing for All for Books will be changing to more clearly identify which purchases are made using the program
 - iii. A coin sorting machine was purchased by Mrs. Roberts using Scholastic Dollars to assist with the fair income
 - iv. Teacher wish lists will be changing to take up less space and keep more books on the shelves available to students - Cindy has a pocket folder system for each classroom and teachers will be provided with slips to indicate their book choices
 - v. Volunteers are still needed throughout the week
- e. Mom to Mom Sale - Deanne Austin
 - i. Scheduled for 4/14/18 - 8 paid tables, 3 pending payment, 1 booth each for Boy Scouts and Girl Scouts
 - ii. Information will be posted in the village addressing our need for sellers and the date

- iii. Flyers will be available again in 1-2 weeks and will be placed in school offices. Teachers have included information in their newsletters and we have posted on the Facebook page
 - iv. Currently we do not have enough participants to cover janitorial fees for having school building in use. Deanne will let us know when we hit a break even point, and Erin will update the Facebook page again, can ask GLCS/Ryan/Kellogg to also promote
- f. Teacher Appreciation - Deanne Austin
 - i. We will be skipping March as April will be a conference meal followed by Teacher Appreciation Week
 - ii. Catering is extremely expensive, will continue to use online sign up option for parent volunteers to bring in items. Currently looking for ideas for the April meal
- g. Box Tops - Julie Murphy
 - i. Still collecting and submitted for the March 1 deadline but participation is decreasing and we will probably not reach the budget goal of \$2500
 - ii. Will promote communication - email to teachers monthly to remind them of collection dates, update PTO Facebook page, possibly update GL website also for those who are not on social media
- h. Reading Month
 - i. There was a miscommunication regarding the guest reader Nancy Shaw at the end of the month. Fees billed were greater than advertised on her website, and she is unwilling to do a lunch reading or classroom visit, would prefer to have an assembly which is not feasible on the date scheduled. We will keep a guest reader on the calendar, and Mrs. Remillet will contact Nancy Shaw to discuss the situation. Other options include seeing if Ryan would be interested in sharing an author visit to share costs. Johnathan Rand was also discussed as a possible alternative.

Principal's Report

- a. Mrs. Buckmaster would like to thank the PTO and Mrs. Remillet for their support and ideas for Reading Month. We should promote further as far as our reading goal as a school and what happens when the goal is reached, adding this information to the morning announcements. She has volunteered to dress up as a book character and visit classrooms on the last day before Spring Break. Cindy will email out to the Reading Club parents to ensure we have a tally of Reading Minutes before the break. It was discussed that the prize will be awarded regardless of reaching the goal. The PTO will continue to promote Reading Month activities via Facebook.
- b. Mrs. Buckmaster is excited for the upcoming Movie Night

New Business

- a. Strong Schools, Strong Community Committee - two representatives were present to share information on their Vote Yes initiative for the Gull Lake Schools Bond proposal being voted on May 8
 - i. The limitations of teacher involvement/school property use were discussed as they apply to the legality of participation during school hours, as well as the level of involvement the PTO is able to provide based on current policies. It is acceptable to post links via Facebook for informational purposes only
 - ii. They are currently seeking volunteers to register community members who are planning on voting yes to the bond proposal. This includes sharing information about changes to taxes, what the money will provide for each school, and collecting names and phone numbers. Volunteers to manage informational tables at community events and after school activities are also needed. Also the day prior to the vote they would call and remind those registered "yes" to vote. Questions and volunteer inquiries can be emailed directly to the Vote Yes leadership. They have a website available at <https://2018glbond.com/> for full information
 - iii. There will be an informational only community forum on 3/12
 - iv. Additional information will be available and strategies to reach rural voters will be discussed on 3/21 at Gull Lake View. Volunteers are needed

Review and Approval of Prior Meeting's Minutes

- a. The minutes from the previous meeting, held February 16, 2018, were accepted as written

2017/2018 Richland Elementary PTO Board

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Shauna Carr, Treasurer - cscarr01@att.net

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