

Richland Elementary PTO

Meeting Minutes

Friday, April 12, 2019

9:00 AM, Richland Elementary Library

ATTENDEES: Jessica Greve, Deanne Austin, Shauna Carr, Erin Sullivan, Jaime Pearson-Orlando, Mary Claire Kovacic, Molly Flora, Julie Murphy, Sherri Duncanson, Alisha Kent

Opening and approval of previous meeting minutes

Erin moved to approve, Jessica seconded, minutes were approved

President's Report

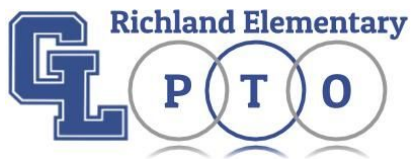
- a. Board Nominations - Erin Sullivan nominated for President, Jessica Greve nominated for Secretary, Mary-Claire Kovacic nominated for Vice President, Sherri Duncanson nominated for Treasurer
 - i. Per bylaws, with one candidate per position, a voice vote was held. Voice voted yea, new board is approved
- b. Field Day shirts - Molly is working on artwork and has spoken to a few companies. A paper form and online ordering site will be available as soon as details have been decided.
- c. 2nd Grade Musical sign up - Mr. Hoover is looking for volunteers to assist with rehearsals and performance night for 2nd Grade Musical. The Google document for signing up has been added to website and posted on Facebook
- d. Art Room Wish List - Ms. Loichinger asked to have her classroom wish list posted Facebook/website. Molly will talk to her regarding her allotted PTO budget
- e. Alisha taking over Santa Shop - waiting to touch base with representative.

Vice President's Report

- a. Movie Night - Next movie night is April 18. Permission slips came home in folders, and students will be escorted immediately after school to the gym by parent volunteers. Parent pickup will be at 6:00 p.m. Sign up for volunteers coming soon.
- b. Snacks needed for Jump Rope for Heart - There are a few days in May when students do actual activities for American Heart Association fundraiser, Mr. Bell has asked us to help provide snacks. About 850 snacks are required to cover students participating. Options for volunteering and donating were discussed, including the option of a sign up genius with the PTO covering what isn't donated. Erin will touch base with Mr. Bell to see what he has offered previously.
- c. Set meeting to talk about Strong Start campaign for 2019-2020 - This meeting will be an opportunity to promote and discuss the pros and cons of last years campaign, including individual/classroom/school wide incentives. We are looking to meet the week of May 22 - Erin will contact Danielle and confirm a date and time.
- d. A meeting between incoming board and current board members was discussed. Date and time TBD.
- e. Before final PTO meeting, we would like to have a list of committee chairs who are remaining and which positions will need to be filled for 2019-20 school year.

Treasurer's Report

- a. Budget Update - Several grade level enrichment opportunities have been approved including transportation to dairy farm for 1st grade & ice cream activity and a mini fridge for the office.
- b. Book Fair Budget Update - Mrs. Roberts accepted Follett rewards only, no cash. Estimate of All for Books donations that came in was ~\$450.



Secretary's Report

- a. Bulletin Boards/Website - Bulletin boards have been updated for April. If you have any material for May boards please let Jessica know. New website still in progress.
- b. Rhonda Carson - An email from SchoolStore.com was discussed and determined to be spam.
- c. Incoming parents 2019-20 - We were able to acquire a number of email addresses from Kindergarten Information night. Jessica will start entering contact information in the coming weeks. Toward the end of the school year an email will go out to current PTO parents to see which ones would like to be removed from distribution list.
 - i. Aside: Kindergarten Information night was a huge success.

Committee Chairs Report

- a. Book Fair - No update
- b. Staff Appreciation- Deanne Austin
 - i. April Conference Luncheon sign up went out Thur. 4/11.
 - ii. Teacher Appreciation week will be May 6-10 and is in final stages. Sign up geniuses for the week will be sent out mid-late April.
 - iii. The board asked Deanne to put together a list of amounts/ideas/contact information for incoming Teacher Appreciation Chairperson
 - iv. Erin will be covering Administration Appreciation next week
- c. Wee Deliver - No update
- d. Box Tops - Julie Murphy
 - i. We collected \$156 for March. We still have one collection for April and one for May
 - ii. Box Tops going digital for next year, and we will need to address how to handle the changeover, classroom incentives, etc. as we learn more about what this change means.
- e. Reading Month - Far exceeded schoolwide reading goal of 40,000 minutes.
- f. Field Day - No update
- g. Mileage Club - No update

Principal's Report - Jenn Pickens on behalf of Danielle

- a. Thank you for Pie Day, conference dinner, new fridge.
- b. At 10a.m. conference room is available if this meeting runs later.
- c. Field Day - t-shirt orders coming home soon, volunteer list coming soon (Nikki Pfennig).
- d. Jenn is looking for any pertinent information to include in the schoolwide newsletter - her next target date is May 1. She hopes to include Field Day and Teacher Appreciation information.
- e. Strong Start meeting dates of May 20, 21, 22 were discussed, and asked that she speak with Danielle to select the best date/time to meet.
- f. The PTO is requesting a list of books still needed for Character Development

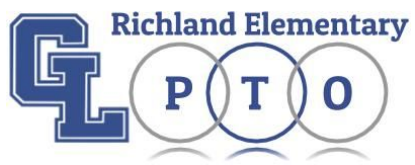
New Business

- a. The last day of school was discussed
- b. A spring Qdoba fundraiser was discussed

Closing

2018/2019 Richland Elementary PTO Board

Molly Flora, President - mollyflora86@gmail.com



Erin Sullivan, Vice President - erintsullivan@gmail.com
Shauna Carr, Treasurer - cscarr01@att.net
Jessica Greve, Secretary - jessica.k.greve@gmail.com