

# Page PTO Meeting Minutes

Tuesday, April 25, 2017 7:00 - 8:00 p.m. at Page School Library

## **ATTENDANCE:**

**Darla Robbins**, President

**Malissa Lashley**, Vice President

**Chelsea McCluskey**, Secretary & Treasurer

**Melissa Cole**, Fundraising Coordinator

**Theresa LaFavor**, Popcorn Team Member

**Heidi Hewett**, Family Resource Center Coordinator

**Bryn Fredricksen**, Teacher

**Amy Bernatz**, Teacher

**Staci Hagel**, Teacher

**Molly Spain**, Teacher

**Ivy McClain**, Teacher

**Karri Thiele**, Teacher

**Debbie Pennicott**, Teacher

**Amy Eilers**, Parent

**Shawna Davis**, Parent

## **MEETING NOTES**

Darla Robbins calls the meeting to order.

- I. Welcome & Gratitude
  - A. Darla thanks the Page staff for providing a lovely Volunteer Luncheon.
  - B. Darla thanks the McCluskey family and Lane Forest Products for soil for the school garden. Chelsea explains that her husband, Dustin, submitted a request, and was given a \$100 gift card donation for Page. In conjunction with his employee discount, the gift card was used to purchase 3 loads of soil for the garden.
  - C. Darla thanks Springfield voters for the new bond-funded computers in the library.
  
- II. Budget Update - Chelsea McCluskey, Treasurer
  - A. Expenses
    1. \$765.01 has been paid out in teacher stipends. Chelsea explains the increase is expected as we near the end of the school year.
    2. \$500 was used from the 5th grade budget to cover a down payment for the OMSI field trip.
    3. \$309.36 was spent on prizes for field day.
    4. \$40 was paid for childcare for a music program. Chelsea notes that Daycare is going slightly over budget this year, and needs to be adjusted for next year.

5. \$30 was paid in Quickbooks fees.
  6. \$215.09 was used from the Kindergarten Workbook line item to purchase a rug for the kindergarten classrooms. Chelsea explains that the workbooks were not needed this year, leaving room in the budget for the purchase.
  7. \$256.12 was spent on supplies and food for Readathon class parties.
- B. Revenue
1. Chelsea states that popcorn sales brought in \$219.60 over the last month. A purchase was made in the amount of \$142.20 to stock up on supplies, leaving a net profit of \$77.40.
  2. T-shirt sales brought in \$20.00.
- III. Fundraising
- A. Veritas monitors - Darla states that they are organized in her garage, and ready to post online, with a projected income \$900.
  - B. Box Tops for Education - Darla states that there is another check arriving soon.
    1. Bryn would like to get class totals, and a school total, per collection period to help motivate students.
    2. Darla states that we can utilize the bulletin board for Box Tops. She asks Malissa and Melissa to work on it.
  - C. Popcorn Sales - Money is still steadily coming in.
  - D. T-Shirts
    1. Darla presents a new t-shirt design, and colors (blue, black, and bright pink), to the group. The group agrees to move forward with it.
    2. Darla states that these colors will be available for the fall, at the Watermelon Social.
  - E. U of O Men's Basketball "Nights with the Ducks" fundraiser - Darla states that she has requested results from the Ducks, and that we expect to see a check from them in the near future.
- IV. May is Bike Month
- A. Darla states that bike to school day is May 10, 2017.
  - B. She is brainstorming an event to increase participation, such as a bike parade, bike decorating contest, prize drawing, etc.
- V. Administrative Professionals Day
- A. Darla states that it is on April 26th.
  - B. Darla encourages the group to show Leesa and Becky some love.
- VI. Certified Staff Appreciation Week
- A. This year we will be coordinating with Heidi Hewett. Everything has been scaled back this year, so classified doesn't feel bad about not providing as much.
  - B. This year's theme is a baseball theme, "Page teachers hit it out of the park."
    1. Amy Eiler made a banner to display.

2. Darla is making baseball players with the teachers' faces on them.
  3. Each day will have a meal theme.
- C. Heidi states that we will be preparing lunch for staff on Friday, May 5th, Cinco de Mayo.
  - D. Food will be a nacho/taco bar.
  - E. Lunches start at 11, so PTO will need to arrive at 10:30 a.m. for set up.
  - F. The following people are preparing food for May 5th:
    - Amy - Virgin sangria and homemade salsa (will drop off)
    - Melissa - Shredded pork
    - Darla - Fresh condiments: guacamole, tomato, lettuce, and chips
    - Shawna - Shredded cheese and sour cream
    - Malissa - Taco meat
    - Shawna - Shredded cheese and sour cream
    - Chelsea - Homemade refried beans and tortillas
    - Sarah Olson - Cheese sauce and Spanish rice
  - G. Darla states she will also be making gift bags out of baseball fabric with treats for the certified staff.
  - H. Heidi has cups that can be used.

VII. Fifth Grade Year-End Activities

- A. Debbie Pennicott states that \$2,064 is the total cost for 5th grade activities. There is currently \$1,564 available in the budget.
  1. Parents will be asked to donate some money to year end activities to help offset costs.
- B. This year they will be doing an All-Star trip to Skateworld instead of going bowling.
  1. Debbie states that they are waiting to hear how much the bus fee will be.
  2. Here, they must also buy snacks, pizza, etc. Debbie estimates that it will cost \$2.75 per student.
  3. Otherwise, only a drinking fountain is provided, and the only available time for the trip is over the lunch hour.
- C. OMSI
  1. Debbie believes that the bus will be covered through a scholarship.
  2. She states that snacks will need to be provided.
- D. The 5th grade barbeque will be held on Events Day.
  1. There are hot dogs, buns, chips, and condiments all leftover and stored in the kitchen.
  2. Debbie requests PTO volunteers to run the barbeque.
  3. Events Day activities will consist of a graffiti board, capture the flag, pony beads, etc. Debbie doesn't anticipate any cost for the event other than Otter Pops.
- E. Debbie states that water wasn't needed for testing this year. Students utilized the drinking fountain instead.
- F. Darla offers to look into quotes for 5th grade t-shirts, in combination with the new spirit wear order. Debbie agreed that would be worthwhile, to bring prices down.

- G. It is stated that legislation passed that will provide funding for each student to experience a week of sky camp, but the funding isn't there yet.

VIII. Busy Bags Supply Drive

- A. Darla asks Molly Spain how the supply drive is going for St. Jude. Molly responds that it is going well.
  - 1. Molly states that she has additional people (at Walterville Elementary and Juan's aunt) gathering materials as well.

IX. Kindergarten Carpet

- A. Darla states that the PTO funded a 7'x12' carpet that seats 30 students for the kindergarten classrooms. It has colored spots that can coordinate with the students' desks.
- B. Karri Thiele and Ivy McClain express that they would love to have similar carpets in their classrooms as well.
- C. Other teachers, of older students also express that they would find them useful. Bryn Fredrickson stated that she is currently without a rug.
- D. Heidi Hewett shares that some classrooms have had rugs donated from local carpet companies.

X. Other needs from teachers

- A. Amy Bernatz is acquiring new seating for her class, and asks for assistance in watching for reasonably priced wobble stools.
- B. Debbie voices a need for a new, updated human growth and development education video.
  - 1. Theresa LaFavor suggests a YouTube video produced by Tampax.
  - 2. Molly Spain suggests a video available through Planned Parenthood that is used by Thurston Elementary.
- C. Bryn Fredrickson needs to find a hot water dispenser.
  - 1. PTO doesn't have one.
  - 2. Darla suggests renting a Sierra Springs, or similar, water dispenser.
  - 3. Someone suggests using a crockpot.

XI. School Sanitation

- A. Darla states that she looked into a steam cleaner for the custodians to use to keep germs to a minimum.
- B. McCulloch MC1385 Upright Canister Steam System - \$199 on Amazon.
- C. Dupray Tosca Italian Steam Cleaner - \$996
- D. Heidi asks if someone has spoken with the custodians to see if they would mind using it. Malissa and Darla state that they have talked to both custodians who are on board. It makes it easier and quicker to clean, and much more sanitary.
- E. Heidi also suggests that we wait to see who is going to replace Curtis, and ask them if they are willing to use it before we purchase it. Every janitor is different.

- XII. Country of Study Luncheon
- A. Darla states that PTO has never supported the country of study luncheon.
  - B. Heidi states that in the past there was a line item on the budget sheet to contribute to country of study art supplies.
  - C. Darla states that the group will look into supporting it next year.
- XIII. Jog-a-thon 2017
- A. The group decides to hold the jog-a-thon on Friday, June 2nd.
  - B. Students will have a week to collect pledges after the run, and envelopes will be due back on June 9th.
  - C. Debbie agrees that this day will work for the 5th graders, but states that they will need to run in the afternoon. Additionally, runners will need to stay away from 5th grade windows due to testing.
- XIX. Page PTO Board Nominations - May 16, 2017
- A. Darla states that the VP position will be vacating, as Malissa Lashley is moving out of town.
  - B. Darla states that the Secretary position will be vacating, as it was temporarily combined this year.
  - C. Darla advises the group that the Fundraising Coordinator position can be eliminated, as all board members have a hand in each fundraiser currently. It is more of a group effort.
  - D. Next year the focus will be on some larger projects, such as the fence and a covered structure for rainy days.
- XX. Page PTO Election Meeting - June 13, 2017. This will be the final meeting of the year.
- XXI. Field Day - Darla reviews field day plans and the additional games being added this year.

The meeting is adjourned.

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Recorded by Chelsea McCluskey on April 25, 2017

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