

# Page PTO Meeting Minutes

October 19, 2016 7:00 - 8:00 pm at Page School Library

## ATTENDANCE:

**Darla Robbins**, President

**Malissa Lashley**, Vice President

**Chelsea McCluskey**, Secretary & Treasurer

**Lacey MacDonald**, Principal

**Nicola Shaddon**, Staff Representative

**Melissa Cole**, Fundraising Coordinator

**Sarah Olson**, Popcorn Team Member

**Jennifer Guiley**, Teacher

**Karen Blachly**, Teacher

**Andrew Dempsey**, ELD Teacher

**Heidi Hewett**, Family Resource Center Coordinator

**Amy Eiler**, Parent

**Mary Thomson**, Parent

**Jessica May**, Parent

**Michelle Smith**, Parent

**Amber Huffman**, Parent

**Dawn Patrick**, Parent

**Monica Tapia**, Parent

## MEETING NOTES

Darla Robbins calls the meeting to order.

### I. Welcome & Gratitude

- A. Darla Robbins welcomes everyone to the meeting and thanks them for attending.
- B. Darla thanks all who volunteered at the Clothing Drive & Book Fair.
  1. After Page families came and got the clothes they wanted, all remaining clothing was taken to the Brattain Center.
  2. Heidi Hewett states that she would like ideas to get more families to come to the Clothing Drive.
  3. Nicola states that the Book Fair raised around \$1000.
  4. Nicola thanks all who volunteered and purchased items at the Book Fair.
- C. Darla thanks Mary Thomson for thinking of Page when Veritas was throwing out several items that could be used for a fundraiser.
  1. Mary acquired around 40 flat screen computer monitors and 2 nice upholstered chairs.

2. Items will be sold as a fundraiser, which will be decided at a later date.
- D. Darla thanks Northwood Christian Church for donating three Thanksgiving food baskets.
  1. Heidi states she is looking for a few more meals to be donated.
  2. She is currently checking with a few churches, but anyone that knows of a business or anyone that would like to donate should let her know.

## II. Budget Report

- A. Chelsea goes over all expenditures from the last month.
  1. 5th Grade - Money was collected from families to cover the cost of the planners, and was deposited in the PTO account. The 5th grade now has a \$64 surplus in its budget for the year.
  2. Harvest Carnival - Darla purchased goodie bags, carnival activities, and prizes from Fun Express for \$277.32.
  3. Printing - "Fire Up Your Feet" fliers were purchased from the district print shop for \$142.38. That charge was too high, and district print shop orders will be watched closely in the future.
  4. Janitorial - Chelsea states that she turned a \$200 check into the district maintenance office to cover the PTO's portion of the backpack leaf blower requested by the custodians.
- B. Chelsea goes over all income from the last month.
  1. Jog-a-thon - A lingering jog-a-thon envelope was deposited.
  2. Popcorn and T-Shirt Sales - Money is still steadily rolling in.
    - Up until this point t-shirts have only been out at the Watermelon Social, and envelopes had been passed out in Mrs. Guiley's class.
    - Envelopes were handed out to all K-3rd grade classrooms this week, so steady sales are expected to continue.

## III. Fence Project Update

- A. Malissa hasn't been able to reach Chris Reiersgaard.
- B. Darla briefs parents and staff members on the fence project as outlined at the last meeting.
- C. An info-share meeting is needed with parents to gain support for the project.

## IV. Box Tops

- A. Final fall collection will be Friday, October 21st.
  1. Many new teachers don't have collection containers.
  2. Specialists and EA's need collection bags as well. There are extras located on the PTO shelf.
  3. Melissa states that she plans to collect Box Tops on Thursday, after popcorn sales.
  4. The class who collects the most Box Tops will get the trophy.
- B. Submissions must be postmarked by November 1st.

1. Darla states that she can mail them out.
2. Heidi Hewett states that there will be extra volunteers in the school on Tuesday and Wednesday that can help clip the Box Tops.
3. Darla thanks Melissa for all of her work on Box Tops.

V. Weekly Popcorn

- A. Darla thanks all of the weekly popcorn volunteers.
- B. The group discusses Dana's idea of popcorn hands, using plastic gloves and candy corn as nails.
  1. The group decides that it would be too much work for weekly popcorn.
  2. The group decides that it would be a fun addition to the harvest carnival.
  3. Sarah and Dawn will experiment with making these and buy supplies.

VI. T-Shirt Sales

- A. T-Shirt envelopes were handed out in all K-3rd grade classrooms, and online ordering is now available through the Page PTO website.
- B. The group discusses possibly updating the design.
- C. Darla states that she has had several requests for pink shirts.

VII. Fire Up Your Feet

- A. Darla encourages the group to keep logging and encouraging others to log.
- B. We will wrap up on October 28th, in order to have all data entered by November 3rd.
- C. Mary will help with data entry.

VIII. McTeacher Night

- A. It will be held Tuesday, November 15, 2016 from 5-7 pm. Both, purchases made inside, and through the drive thru, will benefit Page.
- B. There is also a PTO meeting this evening at 7 pm.

IX. Student Designed Wrapping Paper

- A. Darla explains the student designed wrapping paper fundraiser idea to newcomers.
  1. Each grade level will be assigned a die cut shape, and each student will receive one to decorate. The die cuts will then be pieced together to form a sheet of gift wrap.
  2. Karen Blachly will look into getting the die cuts made.
  3. Students may sign their first name to their die cut.
  4. Member discuss making some gift wrap designs generic or different holidays (sports, birthday, etc.).
  5. Students will sell these sets themselves, with a possibility of setting up online sales through the PTO website.

6. Only 25% participation is expected. If all gift wrap is not sold, tables may be set up outside of stores to sell the remainder to the general public.
- B. The group discusses selling individual sheets or sets of 6 (one of each design).
1. There is a lower price with a larger order.
  2. The group agrees to sell the gift wrap in sets of 6.
  3. The group agrees to order 500 sheets per design, to make 500 sets. This plan yields \$4,050 in profit.
  4. This fundraiser needs to be fast in order to have gift wrap back by Christmas.
  5. A date needs to be set for a rolling party to roll the wrapping paper sets.
- X. Veritas Monitors - Fundraiser involving these donated items is still undecided.
- XI. Harvest Carnival - Friday, October 25th, 6:00-7:30 pm. Darla would like for everyone to come in costume, including adults. Curtis was able to get the air conditioning approved for the event.
- A. Billy Thur is providing concessions. Darla thanks him for always volunteering to help at Page events.
- B. Volunteers: Delta Tau Delta & friends. We'll provide pizza for ~40 helpers. They will be arriving at 5:15 p.m. Melissa Cole will get the pizza.
- C. Activities & Events:
1. Trick or Treat Bags - 300, one for each child
  2. Cupcake Walk - The PTO will provide 200 cupcakes (picked up by Sarah), and will ask families for donations as well. This year students' hands will be stamped as a cheaper alternative to lanyards. Twelve-sided dice are needed for cakewalk (Jessica May will may have some). Malissa will arrange music.
  3. Picture Wall - we provide backdrops, families take their own pics. Darla purchased a backdrop from Fun Express, plus we will have the Scooby Doo Mystery Machine made by Carrie Fuller. Sarah will look into tripod to use.
  4. Mummy Bowling - Darla will make more mummies and weight their bottoms.
  5. Tattoo Parlor
  6. Ping Pong Pumpkin Toss (dress up the bucket area with leaves & props)
  7. Mad Science Laboratory - Malissa will renovate the boxes and Sarah will prepare box contents.
  8. Pumpkin Sucker Pull (mark bottoms of suckers, color-coded for prizes). Large prizes will include extra bike helmets and soccer balls. Sarah will purchase dum-dums.
  9. Duck Pond (decorate pond area with leaves, props). Darla will look for a tub to use.
  10. Bean Bag Toss

11. Wheel of Fortune

12. Witch Hat Toss

D. Volunteers for set-up are assigned, and breakdown volunteers are needed.

1. After school set-up volunteers: Heidi, Lacey, Jessica, Amber, Monica, Chelsea, Dawn, Sarah, and Melissa.
2. Amy will spray paint bottle coolers.
3. Melissa will inventory paper goods.

XII. Wrap Up & Info Share

A. The idea of a read-a-thon is brought up.

1. Walterville made \$7,000 last year from a read-a-thon, with only 200 students. The two winners got a field trip with Lacey to spend \$20.00 at Barnes and Noble, then went to Dickie Yo's for yogurt.
2. Heidi suggests to coordinate with a book fair. (Read-a-thon for 1 week, then end with the book fair)
3. It is suggested to not do it too close to the jog-a-thon, but maybe move the jog-a-thon to earlier in the school year.
4. It is a possibility to hold the read-a-thon at the end of February or in March.

B. Andrew suggests a staff vs. student basketball game (or 3 point competition) as a fundraiser.

1. Money raised through ticket sales and concessions.
2. Darla suggests pairing Andrew and Burdy together to plan this.

The meeting is adjourned.

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Recorded by Chelsea McCluskey on October 19, 2016

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Page PTO

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