

Page PTO Meeting Minutes

Tuesday, September 19, 2017 7:00 - 8:00 p.m. at Page School Library

Attendance:

Darla Robbins, President
Chelsea McCluskey, Treasurer
Melissa Cole, Vice President
Sarah Olson, Secretary
Debbie Hansen, Parent
Katie Keeler, Parent
Dawn Patrick, Parent
Amy Eilers, Family Center Liaison
Heidi Hewett, Family Resource Center Coordinator
Kristin High, Parent
Amber Huffman, Parent
Carrie Fuller, Parent
Karen Blachly, Teacher
Jesse Grassest, Teacher
Patti Webster, Teacher
Monica Tapia, Teacher
Jennifer Guiley, Teacher

Meeting Notes:

Darla Robbins calls the meeting to order.

I. Welcome

II. Principal Update

1. Lacey MacDonald states we lost Mrs. Shaddon from the library, Miss Gross has replaced her in the library. We won't be doing the scholastic book fair this year.
2. Lacey discussed that SMART book program. Only selected students get to do this. This program runs October through May.

III. Budget Update - Chelsea McCluskey

A. Expenses

1. Chelsea stated that \$873.91 was paid in teachers stipends last month. \$1469.25 was spent on posters, desk plates, and rugs were bought for teachers in the west wing. \$165.00 was spent on administrative expenses.

B. Revenue

1. \$51.00 popcorn sales
2. \$536.68 T-shirt sales (mostly from watermelon social sales)
3. \$0.86 escript
4. \$4.80 Kula Foundation (Red Robin Loyalty program)
5. \$76.00 Menchies Fundraiser
6. Grand Total of \$669.34

IV. **Summer and School Year-to-Date Activity.**

A. 501(c)

1. Darla states we are officially a 501(c). Also added we need to register with Oregon Department of Justice.

B. Menchies- PTO received 76.00 from this fundraiser.

C. Family Center- We have a new parent liaison, Amy Eilers. Heidi states she needs help Thursday at 4:00 to help with clothing drive. The clothing drive starts at 6:00 p.m. Heidi added whatever clothing is not claimed will be donated to the Brattain House.

D. Tshirt sales and watermelon social again brought in a majority of the 536.68 profit of Tshirt sales last month

E. PTO purchased rugs for all the classes in the West Wing.

F. Darla discussed donating page shirts to kids who get snack packs. Amy Eilers and Heidi Hewett will work on what sizes are needed.

V. **Volunteers needed**

A. Library Helpers- Daily helpers needed in the library putting books back on the shelves. Mrs. Hewett will go through the teacher's volunteer forms and contact those who signed up.

B. Sports Equipment Closet- This has been done by Burdy Smith over the summer. Teachers said it's very easy to keep organized now.

C. Spanish translation for PTO school material- Erin the new ELD teacher may be up to doing this, also have Gloria and Monica Tapia available to split the work. Noted for next year to add this volunteer duty to the volunteer sign up form.

VI. **One Time Requests:**

A. Establish criteria for one-time requests- Darla states we are really good at saying yes to most everything. Darla wants to discuss how we go about approving items that are one time requests. Carrie Fuller states that we could see how many kids the request impacts.

B. 16' (or two 8') magnetic whiteboards for Ms. Blachley – Darla stated we could do a Donors choose project where we could get matching funds. Mrs. Guiley stated that Donors Choose Project is a website that a grant is created then an email is sent to friends and family and also random donors can donate. Group discussed that in many instances it's a lot of work for teachers to do Donors Choose since there is a lot of follow up required. A vote was taken and majority was in favor for PTO to fund the whiteboards for Ms. Blachlys class.

- C. Scholastic New Subscription – All third grade classes (\$100.00 a year)- Darla discussed if this is something we should do if all the teachers need this as well. Group voted no to pay for scholastic news.
- D. Water Fountain Mats- There is puddles of water under the water fountains. Discussed talking to Steven Dorman about using his stipend to buy mats.

VII. **Fall Fundraisers**

- A. Fall Wear Drive - Darla discussed making a spirit wear drive (Tshirts and hoodies), she stated people will be able to purchase any color or size they desire. People will have a couple weeks to order and pay. Darla will print the order forms this weekend.
- B. Read-a-Thon- Darla discussed having read-a-thon in November. Heidi mentioned that it may be too much at one time along with the Harvest carnival. Darla stated we could have it November 17th, and the kids can collect the money over thanksgiving break.
- C. Panther Wrap – Darla stated we have a ton of stock of the panther wrap. We talked about how to sell the wrap, at the events or possibly at Fred Meyers like girl scouts sell cookies. Melissa Cole added the price point should not be over \$10.00 for a pack, easier for people to buy.
- D. Shopping Fundraising - Discussed Amazon Smile, eScrip and Fred Meyers rewards.

VIII. Videographer for events - Melissa Cole stated the current videographer missing some kid's solos. Group discussed that Ms. Ross would be the one to discuss this with, since she is the one who has set this up in years past.

IX. **Fall Events**

- A. Harvest Carnival
 - 1. Darla discussed refreshing the activities in the room for the harvest carnival.
 - 2. Concessions- Darla discussed if we should have Billy Zingaro sell food, or if we should do free food. Possibly get food donations.
 - 3. Will cement plans at October 17 meeting.
- B. Holiday Food Drive- before holiday break, coordinate with Mrs. Hewett

X. **Looking ahead to Spring Fundraisers.**

- A. Bingo night – Darla stated she has started soliciting donations.
 - 1. American girl doll
 - 2. BMX bike- donated by Darla, she received an extra one.
 - 3. Donations from True Value
- B. McDonald's Fundraiser- Need to find out if Mohawk Mcdonald's will be open. Decided on spring. Teacher stated they enjoy this fundraiser.
- C. March Madness-
- D. Jog-a-thon-

XI. **New Event Ideas**

- A. Brownies, Books and Bears – Discussed possibly doing this during reading night.
- B. Hot Chocolate Movie Night – Discussed maybe doing a parent's night out for a fundraiser.
- C. Father/Daughter + Mother/Son Dances -Lacey states that event need to be academic

XII. Capital Improvements:

- A. Playground and Pavilion and Fence
- B. Paint for Cafeteria/gym and exterior of building
- C. Playground Equipment

XII. Introduced new attendees.

Meeting is adjourned

Recorded by Sarah Olson on September 19th, 2017

Page PTO

% Elizabeth Page Elementary School

1300 Hayden Bridge Road

Springfield, OR 97477

541-744-6407