



December 7, 2015 Board Minutes

Board members present: Kim Ambrose, Jen Meiring, Dawn Scheck, Andy Mareska, Deb Rempert, Mary Anne Callahan, Becky Paulin, Sue Minnec, Jan Wright, Nicholas Davis, Deb Nielsen

Board members absent: Marsha Stierwalt,
Other guests: Melissa Dempsey, ECC Rep

Meeting called to order at: 6:33 p.m.

Secretary – D. Rempert:

- Motion made by Debbie to approve the November minutes and approved by Andy. Minutes approved.
- Debbie looked at the calendar for 2016 to make sure the Board Meetings are on the second Monday of every month (or exceptions are noted). The following are the meeting dates:
 - Jan. 11
 - Feb. 8
 - March 14 (currently the calendar shows both 3/7 and 3/14 – it should be 3/14 only as that’s the second Monday of the month)
 - April 11 (this needs to be added to the calendar – Debbie will work with the office to get this on)
 - April 25 – General PTO meeting date
 - May 16 (this is a week later than typical due to an institute day 5/9)

Treasurer – A. Mareska:

- Treasurer’s Report reviewed
- AGS Book Fair was very good – \$4,551 gross sale (gross was \$10,000) – huge success

Mary Anne Callahan helped provide the following Book Sale update -

- Book Fair update - We made a gross sales figure of \$9514.17 pre-tax; if we do Scholastic Dollars the value would be at \$4,757.00 (at 50%); Another option would be that we can split it to be a the percentage of Scholastic Dollars and a percentage of cash if we choose.
- Mrs. Ashby is interested in databases available from Scholastic (she may possibly renew current databases and add more.) Mary Anne is waiting to hear back from the scholastic rep if our dollars will be able to be applied to this (the database licenses we have expire in July). Kids are using the databases much more than ever before. Dr. Wright shared that the reason

she not purchasing books from Scholastic is that she purchases from a vendor where they are more durable (hardcover) and will last a long time.

- The Scholastic Dollars arrangement gives the most value for the dollar – it would be the best way to maximize the profit from the sale. These dollars could be applied to headphones, chargers, other items for a learning resource center to use (many such supplies are available from the Scholastic Dollars program). The PTO Board is comfortable giving the decision of whether to take the cash (\$5,000) or the Scholastic Dollars to Mrs. Ashby.
 - Two database subscriptions could be purchased this year; we could take the Scholastic dollars and equate that to what that value would be in actual cash (we would then take that amount out of the budget line item for LRC area.)
- Gus Gift Card Shoppe Gift cards sales are looking very good – not certain of totals at this point but appears we are ahead and doing well on gift cards as a fundraiser.
 - Target For Education program update– Andy reported we haven't received any payment yet this month on that fundraiser.

Ways & Means – M. Callahan:

- Dine Arouds update – Panera wasn't very successful \$87.19 (total including teachers orders). We didn't make enough to reach the 20% goal. Last year's sale generated \$259 for the event (that date also was a 1/2 day of school.) Not sure why it was down so significantly from last year.
- The Range -We got 20 families there (goal was 40 families) but we generated \$100 from this fundraiser.
- Dine Around Coordinator - We need to make a plan for a replacement as Adriana got a new job and will not be continuing in the role (effective date was not announced). Adriana has offered to continue handling the Pal Joey's event but we need someone else for managing and cultivating the other events.
- McDonald's Teacher Night – Mary Anne mentioned this as an idea for a future fundraiser as may be something we want to look at. Board discussed the details and recalled that this is the event where they require a school's teachers work the event and that sounded unappealing to the Board (as the setting isn't like the Pal Joey's type event in which that works well as a bigger event with music, etc.)
- Chipotle – Mary Anne is not sure if this has been arranged for. She will ask Adriana about this and update status. Board had previously heard from Adriana that it took several months to arrange fundraisers with the Chipotle corporate office and they might be cutting these out. Mary Anne will report back.
- Trivia Night – was very successful
- 5 Below fundraiser – dollar figures are to come still from this past weekend; Mary Anne believed the past two events combined might have raised \$55 to

date, prior to the most recent sale. Next sale date is to be confirmed by Mary Anne as it may differ from the flier that was distributed.

- Movie Night – a total of \$385 raised; Sue Anderson said she thought the Saturday night event went very well – it was comparable to a Friday night in terms of concessions sales. In the future, Mr. S. will be needed for the whole time as we had a bathroom incident and an illness issue as well. They are looking to book another Movie Night possibly on Jan. 30 (it is available to book the MPR that night and it would be a Friday Night).
- Future fundraising ideas – A packet of ideas was shared for the Board members to review and discuss at next meeting.
- Mrs. Ashby would like to come to the next January board meeting to report on how she works with the students and give an update of what is happening in the LRC.

1st VP – J. Meiring:

- Book club update – She, Erica and Sarah will meet with Mrs. Ashby this week to make a plan of how to structure the program so it's easier to manage by the coordinators. They may create a binder of questions, listing stories by grade and suggesting a supporting activity to make it easy for future coordinators. At this point there are no other coordinators who will lead it after Erica and Sarah.

Communications – B. Paulin:

- The app is progressing – it was submitted last week to the app store and we are waiting to hear.
- Yearbook idea for 5th grade – typically they have the Memories section, but she's thinking of placing baby pictures instead (and doing a who's who). Will email the 5th grade parents asking them to submit photos with key on the back. Everyone likes the idea and Becky will proceed with it.
- Picture company – Cady Kids – we will proceed with them for the portraits and the yearbook. They offer the outdoor, natural setting photo style approach. Becky needs to work out when the photo shoot would be – possibly September or October.
- All yearbook ordering with Cady Kids is online – parents can opt to get a hardcopy for an additional charge of \$7 (\$14 will be the price per standard yearbook); photos will be mailed to the homes directly.

2nd VP – D. Scheck

- ECC donations – received money from Louise White, also JB Nelson paid. At Grace McWayne, Sue McNamara said she is checking into it. Dawn hasn't heard back from Hoover Wood yet. HC Storm said they will talk to their president but they are hesitant since they house the bilingual program at their school. Dawn anticipates we will get donation funds from 3-4 schools in total. Next year, Dawn recommends talking to HC Storm in July or early August.

Principal – Jan Wright

- Dr. Hichens contacted her about coming to meet with the PTO Board on January 11 (she is creating a focus group to identify some of the attributes we want in our new Principal). She will come to the meeting at 6:30 p.m. Dr. Wright will not be at that portion of the meeting and will attend after that topic is over.
- The Dunham Foundation grant – we have submitted all forms and materials to them detailing the remaining costs and the rationale. Kim and Dr. Wright will meeting with the director at 7:30 p.m. Friday, Dec. 11.

Classroom Support – S. Minnec:

- Winter parties are set for December 18 – 2:45-3:15 p.m. and communications are going out to families via Classroom head Room Parents.
- Mary Anne’s effort was extraordinary for the book fair. Kudos to her. Layout was great – easy to find; posters were excellent; flow of traffic was very good. All was labeled – a lot of this was done by Scholastic on Tuesday before the sale. They have a very organized program, Mary Anne said.
- Mrs. Ashby herself donated 22 \$10 gift certificates to Scholastic for the entrees to the potato decorations contest.
- Teachers were letting students come into the book sale during recess time if they chose to.

Teachers – No report

ECC Rep – M. Dempsey: No report

President – K. Ambrose:

- Open Board Positions for 2016-2017 – all board members to let her know within the next month so she can determine how many positions are open.
- February is when recruitment will begin.

Round Table –

- Jen and Andy will attend the January 9 BIC meeting
- The next PTO Board meeting is scheduled for Monday, Jan. 11, 2016 in the LRC

Meeting was adjourned at 7:36 p.m.

