

## Meeting Minutes

April 12, 2016

6:00 pm

- 1. Call to Order** – Meeting was called to order at 6:05 pm.
- 2. Minutes: Review and Approval of minutes from March 1, 2016 meeting** – Minutes were approved.
- 3. Officers' Reports:**
  - a. President's Report – Not much to report other than items to discuss in new business below.
  - b. Treasurer's Report - End of month balance is just over \$29,000. Sold 37 tickets to the Wolves game. There was a charge of \$23 for excessive transactions (over 200 transactions) but was reversed this time. We could change to a business account if we keep \$5000 minimum balance then there would be no charge for excessive transactions. Linda will work to change the account. Manna profit to date is \$516.95.
  - c. Principals' Report – Mrs. Prentiss indicated that the Daily Herald interviewed some of our Watch Dogs and are coming out soon to take pictures for an upcoming article in the paper. The Watch Dogs Aaron Kilburg will be presenting at the district board meeting. PARCC testing will be the first week of May. The first week of May will also be walk/bike to school as well as teacher appreciation. Accounting practices with PTO and school district: the district is audited and there are a couple of student accounts run by students. There are other student accounts that are not really student accounts. In the past, there are several checks written to the school for teacher reimbursements and field trips. In the future, the checks will need to be written to the teacher/field trip. There will be a district protocol developed.
- 4. New Business:**
  - a. Batavia Bike commission is arranging activities on bike to school day including a presentation to all 3<sup>rd</sup> graders, giving stickers to schools and a bike raffle. They are asking each school to donate \$60 for two bikes that will be donated to the school. The thought would be to give a raffle ticket to kids that participate in bike/walk to school week to win the bikes. Motion to approve the \$60 to pay for the two bikes approved unanimously.
  - b. Walk/Bike to school day: Looking for a volunteer to lead this. Naomi Cordell offered to run this with assistance from others.

- c. Instrument sale – Margaret LeKander and Deb Ditchman did it in the past. Also, Kim Tarver helped with it last year. The date on the calendar is May 13<sup>th</sup>. Julie Phillips will reach out to Margaret LeKander to see if she is interested in doing it again this year.
- d. 2016/17 Budget – will work on it during the next meeting. Linda Widmer will reach out to the committees to see if they want to change their budget items.
- e. Funfair update – Discussion of whether we should try to use the paypal account or limit to cash and checks only. There have been issues with the paypal account previously. We can send a reminder to people that it will be cash and checks only. Still need volunteers for cake walk but sign up through newsletter is not currently working. Will work on updating this. Still short on volunteers and PTO will send an eblast asking for help. Prices: \$10 at the door with one photo booth and one cake walk included. Extra photo booth pictures and extra cake walks are more money.
- f. Possible after school science program- Mad Science is an after school program similar to Young Rembrandts. It would be once per week after school for 60 minutes for X number of weeks (to be selected). It can include all sciences. All equipment and supplies are supplied as well as the teacher. The cost is \$70 for 5 weeks. Younger and older grades can be divided. Need to figure out where to hold it. The group is in favor of this program. Should we consider having the PTO sponsor the program for some needy children? We can put money in the budget for next year's fall program and see how it goes for the spring.

**5. Old Business:**

- a. Status of PTO Volunteers Recruitment for 2016/17 school year – Number of positions will be open for next year. Need someone for movie night, Easter egg hunt, spirit wear, student directory and effortless fundraising. Will work on volunteer recruitment at the funfair.

**6. Questions on Committee Reports (attached with the agenda back up)**

- a. Room Parent Coordination: alternative format for next year. This year we did paper and pencil for room parents, which had some issues. Should we go to Sign up genius next year? A combination works the best.
- b. Watch dogs – would like to use \$90 in budget to buy more shirts. Approval from group.
- c. When to begin JB Rewards next year? Can it be before school begins? We will still sell over the summer.
- d. Movie night: need volunteers – April 29<sup>th</sup> still looking for volunteers
- e. Terracycle: additional parents support for lunch room.

- f. School Supplies reminder? Communications should be created to go out.

**7. Announcements**

- a. Next PTO meeting 5/3. We will have it Pal Joeys.
- b. Chik Fil A on 4/18

**8. Questions/Comments/Ideas** – Should we look for high school helpers for events for next year. Maybe a PTO high school coordinators.

**9. Adjournment** – Meeting adjourned at 7:50pm

**J.B. NELSON**



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[www.jbnpto.com](http://www.jbnpto.com)

PTO Meeting Attendance

Meeting Date: April 12, 2016

Heather DeBaun	
Jennifer Rio	
Holly Cleghon	
Heather Parmichael	
Natalia Domovessova	
Ellen K. Kohlmeier	
Katie Yurkewicz	
Juli Steer	
Linda Widmer	
Naami Kudell	
Nicole Prentiss	