

# PTO Meeting Minutes

*For August 5<sup>th</sup>, 2013*

## **I. Call to order**

The meeting was called to order at 6:03 pm by Beth Dinger in the Barnum Elementary outside pavilion.

## **II. Roll Call**

The following were in attendance: Beth Dinger, Joanna Charboneau, George Castonguay, Paul Schmitt, Rita Hauck, Jen Nelson, and Jodi Schatz.

## **III. Meeting minutes**

The May 2013 minutes were reviewed and a motion to approve was made by Beth Dinger and seconded by Paul Schmitt.

## **IV. Treasures Report**

No Treasures Report was given.

## **V. Funding Requests**

No Funding Requests for the month of August.

## **VI. Committees**

- *Open House*
  - Date/Time: August 28<sup>th</sup> 4:30pm-6:30pm
  - Mandatory ECFE meeting starts at 6:30pm so discussed keeping bouncy houses running longer than 6:30pm.
  - Discussed past issues with open house including not enough volunteers, food preparation is harder outside (especially making beverages), past setup made it hard to pass out and monitor food, garbage cans were not emptied prior to event.
  - Discussed looking into the option of moving food inside the cafeteria, possibly stamping people after receiving food, and other beverage options including bottled water or milk carton donations or water coolers that people can help themselves to.
  - Volunteers
    - Two shifts were set up but more volunteers are still needed:
      - First Shift: 4:00pm – 5:45pm
        - Paul, George, & Beth
      - Second Shift: 5:30pm – 7:15pm
        - Jen, Rita, & Joanna
  - Discussed setting up a PTO booth inside near the cafeteria for recruiting new members and signing up volunteers for our events. Beth will bring signs and volunteer sign-up sheet. Lisa will take care of the brochures. PTO members will wear PTO t-shirts, if available.
  - Discussed contacting cheerleaders to help with the bouncy houses, finding a grill, and finding a volunteer to buy food.
  - Next year a committee for the Open House will be set up in May.
  - Our Fundraising Company will supply bouncy houses and cookies for the open house.
- *All School Shirts*
  - Paul Schmitt and George Castonguay volunteered to hand out shirts during lunch.
- *New Teacher Baskets*
  - Putting together baskets with snacks and school supplies.
- *Fall Fundraiser*
  - Carrie Romanoski is the chair and she has signed with a company.
- *Elementary Playground*
  - George started replacing the basketball nets at the Elementary playground as well as repainting the lines.
  - Discussed putting together a work party in Sept/Oct to paint at the elementary.

Possible projects discussed included 4 square, Hopscotch, and a map of the United States.

- *Book Fair*
  - November 19<sup>th</sup> & 20<sup>th</sup>.

**VII. Membership/Volunteers**

- Discussed ways to promote PTO membership or recruit volunteers for PTO events.
  - Discussed putting together a list of events that parents can sign up to volunteer at that can be sent out at the beginning of the school year.
  - Discussed having PTO booth at Open House to recruit members or volunteers.

**VIII. Other**

- Discussion on when to put together budget (estimate now or wait until after fundraiser).
  - Decision was made to estimate budget before September PTO meeting.
- Discussed last school board meeting – Fourth Kindergarten teacher not being replaced and proposal for 7<sup>th</sup>-8<sup>th</sup> grade sports to be dropped by the school district and ran by the community
- Discussed putting together a sign-up sheet for attending the School Board meetings. Jodi Schatz will try to attend the September school board meeting.
- Website – It was decided to start publishing the PTO meeting minutes on the website.
- Discussed putting together little business cards with PTO information: logo, Facebook address, etc.

**IX. Adjournment**

A motion to adjourn was made by Paul Schmitt and seconded by Rita Hauck. Meeting adjourned at 7:17pm.