



Meeting Minutes  
April 13, 2015

Meeting was called to order at 7:04pm in the East Media Center.

Members present included: Betty Giddings, Duana Howard, Kim Hansen, Jenny Ferres, Kelsi Wittrock, Kelly Dolan-Lange, Sarah Lewin, MJ Blaisdell, Helen Lukes, Erin Blasberg, Gina Homan, Nikki Sidles, Julie Davison, and Amanda Johnson.

Welcome

Nikki Sidles and Gina Homan, Co-Chairs greeted and welcomed members to the April PTO Meeting.

Treasurer's Report (Julie Davison)

PTO Funds:

Beginning Balance 03/15/2015	\$ 26,123.82
Total Income	\$ 3,802.40
Total Expenses	\$ 0.00
Ending Balance 04/12/2015	\$ 29,926.22

East Funds:

Beginning Balance 03/15/2015	\$ 5,424.58
Income	\$ 704.20
Expenses	\$ 0.00
Ending Balance 04/12/2015	\$ 6,128.78

Total Checkbook Balance 04/12/2015 \$ 36,055.00

Secretary Report (Amanda Johnson)

There is a "Quick Link" for Parent Teacher Organization (PTO) on the Independence Community Schools website. Monthly meeting minutes are posted on the PTO webpage.

In May the PTO News will revolve around the events that took place over the last year and advise people on how to sign up next year.

## Old Business

An activity pass and Independence Mustangs drink cup were donated to St. John's for their Spring Fling fundraiser.

Crayons and coloring books were distributed to Kindergarten Roundup students. Teachers, parents, and students all reported it was a great addition to the sessions.

PTO members decided to not partake in the online registration for the 2015-2016 school year. In lieu of this, the PTO will be giving teachers a brief signup sheet to be handed out to the parents at "meet the teacher" nights. PTO will also be speaking with teachers prior to this date to encourage them to recommend the PTO to parents and other teachers.

## New Business

Accu-Cutters have arrived and teachers have given their input on which dies they feel would be helpful. If all dies requested from teachers at both East and West, the total cost would be \$2,677.77. Of this amount, Club's Choice is covering \$1,000 therefore reducing PTO's cost to \$1,677.77. Members were in agreement that PTO would purchase all the dies requested by the teachers. This includes a storage rack for each school.

Dollars for Scholars presentations will be held on May 13<sup>th</sup>. Gina Homan has offered to present PTO's two scholarships. The PTO thanked Gina for handling this.

The Fundraising and Event Committee met three times over the course of three months. The No Fuss Fundraiser was recommended to start the year with and base the amount and level of fun events of the year based on the results of this fundraiser. A detailed outline of recommendations of the committee was distributed (see attachment). Additional suggestions were provided including a "No Bake, Bake Sale", competitions between classes and family incentives for the fundraiser, and "Penny Wars". Potential changes to carnival were also discussed including raffling off classroom baskets, hosting a cake walk, and limiting the silent auction baskets to one per grade. All suggestions were noted for use in the coming year. Helen Lukes made a motion to move forward with the hosting a main fundraiser in the fall of each year and making the events throughout the rest of the year fun events versus completing various fundraisers all year long. Erin Blasberg seconded the motion, which then carried.

The aforementioned committee also had discussed the possibility of doing a "Tailgating" event the evening of "Meet the Teacher" on August 27<sup>th</sup>. Suggestions for this included, handing out vouchers for food to be used at the football games, having a stand at the football game to encourage PTO membership, and handing out items at the door the night of open house. Duana Howard made a motion to set a budget of \$800 for the PTO to spend on Tailgating and the board to continue forward with this event. Gina Homan seconded the motion which then carried.

The May PTO meeting will be held at Bill's Pizza and Smokehouse in Independence at 7pm on May 11<sup>th</sup>. PTO will purchase appetizers and pizza for PTO members. Desserts will be purchased from Baby Cakes to serve after the meal. Only a few business items will be handled at this meeting as it is to be a celebration of the PTO's volunteers and their hard work throughout this school year.

Staff Appreciation Week is the second week of May. Many options were discussed and the members decided on providing donuts and water to the Bus Drivers, bars, cookies, and water to the teachers, and flowers to the secretaries. A signup sheet for the desserts and water will be emailed to all PTO members via Google docs.

Inflatables will be held on May 12<sup>th</sup>. Staff will be approached first about helping with this event and PTO members will also be asked if they could volunteer their time. It will begin at 8:30am in the West Gym and end at 3:05pm. Grade levels will be given set times to attend this event. The PTO will purchase ICEE's for this event and the library will be presenting their summer reading program at a station.

The PTO members had shown interest in purchasing a popcorn popper. This was researched and the cost for the popcorn popper will be \$988.00 (includes shipping). This is for a 16 ounce kettle with heated corn deck, exhaust fan and filter with a standard plug. The members of the PTO agreed to purchase the popcorn machine and that it would be a good asset to the PTO. Julie Davison indicated she may have a cart that could be used for the popcorn popper or Dennis at the high school could be contacted to see if he knows of anything the PTO could use as a stand.

The PTO meeting night for next year was discussed. The second Monday or Wednesday were recommended and it was voted on via paper ballot by majority vote that meetings would be on the second Monday of each month. These dates will be added to the school calendar.

All four PTO positions are up for renewal this year. The positions will be structured as follows: Co-Chair #1 – one year term; Co-Chair #2 – two year term, Secretary – one year term, Treasurer – two year term. Four people had shown interest in filling these positions however the floor was opened up for additional people interested to add their name to the ballot. A write-in section was also provided on the paper ballots. The results were unanimous – Co-Chairs - Nikki Sidles and Amanda Johnson, Secretary – Kelly Dolan-Lange, and Treasurer – Duana Howard.

#### Fund Requests:

Jenny Ferres presented on behalf of the 5<sup>th</sup> grade teaching team for the funding of the Living History Farms field trip. This field trip was reported to provide a great emphasis on Iowa and how innovations in technology at home and in the workplace have greatly changed our world. There are many aspects to the field trip that can be applied throughout the school year. The total cost for the field trip is \$2,323 (includes transportation). It was approved unanimously via paper ballot vote.

Erin Blasberg presented on behalf of the 6<sup>th</sup> grade teaching team for the funding of the 6<sup>th</sup> grade field trip to Camp EWALU. This field trip was reported to build confidence and improve group problem solving and communication skills. It supports student relationships and encourages leadership to all students. The total cost for this trip is \$1,864 (includes transportation). This request was approved unanimously via paper ballot vote.

Jenny Ferres presented a fund request for the purchase of science materials to be used during the magnetic/electricity unit. These supplies would be used for all of the 5<sup>th</sup> grade classrooms. Items include new magnets (enough for all students in a classroom), batteries, small motors, a magnetizer to keep the magnets magnetized, and storage containers to ensure proper storage of the magnets to extend their useful life. This request was approved unanimously via paper ballot vote.

Gina Homan presented a fund request for the 6<sup>th</sup> grade play to cover the cost of the scripts used and the costumes purchased. Gina reported the 6<sup>th</sup> grade play was a success and many students participated. The cost of these items is \$300. This request was approved unanimously via paper ballot vote.

Meeting adjourned at 8:22 PM.

Submitted by Amanda Johnson/PTO Secretary

PTO Board/Officers:

Gina Homan - Co-Chair

Nikki Sidles - Co-Chair

Julie Davison - Treasurer

Amanda Johnson - Secretary

## Fundraiser/Event Committee -2015 -

**Focus:** This committee focused on 3 topics: Fundraising, Events & Carnival.

**Goals:** Our main goal in forming this committee was to discuss ways for the PTO to host more family friendly events and spend less time raising funds.

**Committee members:** Mary Jean Blaisdell, Julie Davison, Kim Hansen, Gina Homan, Duana Howard, Dewey Hupke, Amanda Johnson, Nikki Sidles

### Fall Fundraiser

#### 1. Current Fall Fundraiser

- We currently hold a Fall Fundraiser every other year. The fundraiser consists of ordering items from a vendor such as Club's Choice, Chip shoppe, etc.
- We typically receive 40% of the total sales
- This fundraiser has brought in \$18,000- \$22,000 every other year
- We have heard from families that it is expensive and they would rather just give money.
- Depending on the vendor rep., this fundraiser can be a lot of work

#### 2. New Ideas

- The committee looked at several different types of fundraisers, the idea that was top of our list was a "No-Fuss Fundraiser"
- A No-Fuss Fundraiser consists of receiving monetary donations from our students, their families, friends & neighbors etc.
- This would eliminate asking our families to purchase high priced items
- PTO would receive 100% of the money raised
- We could have incentives for each level reached with a thermometer for all kids to view daily.
- Our levels could be \$5,000, \$10,000, \$15,000, \$20,000 and so on.
- Incentives could include: extra recess, kiss the pig, dress the principle day, pajama day, inflatables, special assemblies, pizza parties, special desserts, hat day, mix match day, etc.
- All JK-6th grade students will work towards one goal, but thermometers could be placed at all schools. We want the kids to get excited about seeing the thermometer go up.

### Suggestions from Members:

## PTO Events

### 1. Current PTO Events

- Family Movie Night - 2 times per year (November, February)
- Family Harvest Night - 1 time every other year that coincides with our current Fall Fundraiser

### 2. New Events

- Tailgating event at the beginning of the school year
- Fun Dance for families - Sock hop, mix match, Halloween, etc.
- Beach Party
- Math Night
- Reading Night
- Muffins with Mom, Donuts with Dad, Biscuits and Gravy with Grandparents
- Family Game Night

Please note: In order for PTO to host more Family Friendly events, we will need volunteers to help plan and work the event.

### Suggestions from Members:

## **Carnival**

### 1. Current Carnival

- Currently our Carnival is a mixture between a fundraiser and fun event.
- It is held every other year in the spring
- This fundraiser has brought in between \$11,000-\$15,000
- This event takes the entire school year to plan

### 2. New Ideas

- We all liked the idea of having Carnival more of a Fun Family Event instead of fundraiser
- We would add more games and family activities for all ages
- We suggest eliminating raffle because it takes a lot of time to plan, sell tickets, and gather donations
- We agreed to revamp silent auction
- Food could stay the same and/or add new easy to sell items

## **Suggestions from Members:**