

PTO Meeting Minutes  
April 11, 2016

The April PTO meeting was called to order at 7:03 p.m.

Members present included Helen Lukes, Bret Adams, Nikki Sidles, Gina Homan, Kelly Lange, Jan Reed, Jillian Schares, Greg Moen, Kirby Holtzman, Shannon Conaway, Heather Nefzger, Duana Howard, and Amanda Johnson.

Welcome

Amanda Johnson, Co-Chair welcomed everyone to the April meeting and proceeded to do introductions around the room.

Treasurer's Report – (Duana Howard)

PTO Fund

Beginning Balance: 3/15/16	\$21,664.12
Total Income	\$5,804.50
Total Expenses	\$6,308.29
Ending Balance	\$21,260.33

East Funds:

Beginning Balance	\$4,939.96
Income	\$508.73
Expenses	\$0
Ending Balance	\$5,448.69

Total Checkbook Balance                      \$26,709.02

The income from the Carnival broke down in the following ways;

- Silent Auction \$2,879.00
- Games almost \$2,000
- Food: \$688.00

There were also donations made straight to the PTO for a total income on the Carnival at \$5,001.00

Duana also went through the PTO Fund Budget during this meeting to give everyone an idea of the expected annual expenses (\$16,229) and the expected balance (\$2,021) for 5/31/17 assuming there are no other fundraisers next year.

Secretary's Report – Kelly Lange

Monthly meeting minutes are on the Independence Community Schools website for any members that would like to read them.

### Old Business

PTO Spring Carnival was a huge success. The PTO Board would like to thank everyone that helped out with games, set up, tear down, etc. It went really well and we happily ran out of animals at animal adoption, food at concessions, etc.

During the last meeting, Allison Anderson requested a new electric pencil sharpener for her classroom, and this was approved unanimously during the March meeting.

During March's Kindergarten round up the PTO provided coloring books and crayons to all the incoming Kindergarteners that attended roundup.

### New Business

We are in search of new board members for Nikki Sidles (Co-Chair) and Kelly Lange's (Secretary) positions. These new board members would be responsible for helping to plan one fall fundraiser and one Carnival. There was no one present that volunteered to be on the board. We hope that before Fall 2016 we are able to secure two more board members so that the PTO will be able to continue operating as it has in the past.

The PTO typically likes to do some fun things for the staff, administration, nurses, and bus barn during Staff Appreciation week. We plan to make a Google document and ask members to please sign up to bring something in for the staff at East and West Elementary. We will be requesting baked goods, chocolates, cheese and crackers.

For many years the PTO has helped the teachers get their classrooms ready with teacher reimbursement checks. Last year the amount reimbursed was \$50; other years it has been \$100. This is a difference of \$3,000 vs. \$6,000 to the PTO budget. We are asking the members to please decide which amount we would like to reimburse to teachers for the 2016-2017 school year. This was voted on via paper ballot and the amount of \$50.00 was approved by the majority.

In addition, the PTO has typically written the checks out at the beginning of the year and given it to the teachers. Beginning this year we will create a reimbursement form, teachers can fill out what they put in their classroom and attach a receipt up to the agreed upon amount. There is no limit on the amount of items purchased, assuming it falls at or below the agreed upon amount of \$50.00 The teachers will need to turn in their receipts and the PTO will cut a check back to the teachers. Receipts will be accepted from June 1 – November 1. The form will be ready at the end of the school year and given to the teachers.

Last year the PTO gave each student JK-6th grade a beginning of the year gift of a water bottle from Signs & More. We have set a budget of \$900.00 and would like members to decide if this is something we should do again for the 2016-2017 school year. This was voted on via paper ballot and approved by a majority.

There were 5 school supply packs per K-6th provided last fall to students in need. These packs totaled about \$1,200. The PTO would like members to decide if this is something we should do for the 2016-2017 school year. This was voted on via paper ballot and was approved by the majority.

The PTO meeting night was previously held on Wednesday nights but in the past years it was moved to Monday nights. We are requesting members' opinions on whether or not we should move it back to Wednesday or keep it on Mondays. This was voted on via paper ballot and was approved by the majority to move the PTO meetings back to Wednesday evenings.

Last year the PTO bought a movie license for \$330.00. We can also buy a movie license for each movie we decide to purchase for PTO Movie Nights. We voted via paper ballot to NOT purchase the movie license.

The May PTO meeting will be on May 9<sup>th</sup> at 7:00 p.m. at Bill's Pizza and Smokehouse.

#### Fund Requests

Jan Reed spoke on behalf of the 6<sup>th</sup> grade teachers, asking the PTO to fund the 6<sup>th</sup> grade trip to EWALU for the 2016-2017 school year. The amount requested is \$2,152. AT EWALU all students participate in the Low and High Ropes Challenge Course. It has been an annual event for the past 8 years. The WALU experience builds confidence and improves group problem solving and communication skills. Mrs. Reed read an essay from a former 6<sup>th</sup> grader about his/her experience at EWALU and spoke about how hard it is to find field trips that interest 6<sup>th</sup> graders. Jillian Schares also expressed how important the EWALU trip is for their students. We voted via paper ballot and it passed by majority to be funded at 100% of the amount requested.

Kirby Holtzman spoke on behalf of the 5<sup>th</sup> grade teachers requesting the Living History Farms field trip to be funded at the amount of \$2,323.00. The field trip would help the students learn 21<sup>st</sup> century skills, and it matches with their colonial unit as well as other aspects of their 5<sup>th</sup> grade curriculum. This was voted on via paper ballot and passed by majority to be funded at 50% of the amount requested.

The April PTO meeting adjourned at 8:07 p.m.

Submitted by Kelly Dolan Lange/PTO Secretary

PTO Board/Officers:

Amanda Johnson Co-Chair

Nikki Sidles Co-Chair

Duana Howard Treasurer

Kelly Dolan Lange Secretary