

September 2016 - PTO Meeting Minutes

Call to Order

The meeting was called to order on Tuesday, September 27th, 2016 at 9:00 am by the President, Courtney Holiday.

Pledge of Allegiance

Everyone in attendance, took the Pledge of Allegiance.

Welcome & sign in of members

Everyone was welcomed and a sign in sheet was circulated.

Approval of August 2016 minutes

August minutes were motioned by Jennifer Johnson and approved by Jackie Bergmann.

Principal Report: Dr. Penke

Dr. Penke updated on the status of the Water main line was fixed along with concrete being poured to fill the hole. It will be a summer project to fix the main water line.

Fifth Grade staff luncheon went great and was appreciated.

Dr. Penke mentioned that she is excited about the Carnival and the Book Fair. Monday and Tuesday she will be reading books to younger grades.

Dismissal time progress is going well but still open to any suggestions on improving the time.

Walking club is going great.

Officer's Report

President: Courtney Holiday

a. Volunteers are updated

President Elect: Jenn Johnson

Treasurer: Tara Wisdom

Secretary: Symbol Cortez

Committee announcements for upcoming events:

The following committees now have chairs:

Creative Arts- Symbol Cortez and Marcie Jordan

Scholarship – (Janet has someone)

School Decorations- Jenn Johnson (needs more volunteers)

Silver Graphics-Chasitie Vander Plaats

Technology- Jennifer Galbraith

Walk-A-Thon-Caryn Scheer

Yearbook-Heather Longnecker & Mandy Jensen

Book Fair- Stacey Edwards & Krista Lind

A request was sent out to volunteers via Scholastic sign up by Stacy Edwards and Krista Lind.

Boxtops & Store Promotions- Stephanie Hughes

Stephanie Hughes updated via email. Volunteers have been emailed and every class has a counting rep. Teachers were also given the list so they would know who should be collecting each month. She will send in the first collection at the end of October.

Carnival- Jenn Johnson & Krista Lind

All Carnival forms were updated and credit cards will be accepted.

Olympic Day Shirts- Michelle Patterson

An order for about 34 shirts and 64 sweat shirts were placed last week.

Room Parents Coordinator- Jackie Bergmann

Jackie Bergmann updated and informed everyone with the upcoming Grade Level monthly Staff luncheon dates:

4th Grade will host Staff Luncheon on November 9th, 2016

3rd Grade will host Staff Luncheon on December 14th, 2016

2nd Grade will host Staff Luncheon on January 18th, 2017

1st Grade will host Staff Luncheon on April 12th, 2017

Kindergarten will host Staff Luncheon on May 3rd, 2017

She will also be meeting with all the room parents after the PTO meeting is adjourned.

School Directory-Stephanie Hughes & Chasitie Vander Plaats

Stephanie Hughes updated via email. She sent a reminder data confirmation email this morning. As of today, we have 227 families confirmed. **40 families** have opted to not be displayed online. She has given Jackie Bergmann the rosters and email list for each teacher. If you are a committee chair or room parent, please keep in mind that parents want their information private. Please only use the emails you receive from us for PTO business. If people have confirmed, but haven't gotten the 2nd email to gain access, it means they probably haven't paid their dues. They can email us to double check. *We need to send home the PTO forms to the families I emailed about last week.*

Unfinished Business:

Veriquest Quote

Dr. Penke shared a brochure and details about the Veriquest machine. The Veriquest machine and ink cartridges will cost \$5300. It was decided at the PTO meeting to raise money during Book Fair by displaying the brochure and having a raffle.

New Business:

SchoolKidz school supplies offer

Courtney Holiday introduced the Schoolkidz school supplies program.

Staff Lounge water filter broken

The Staff Lounge water filter will be replaced and will be funded from the Staff Appreciation budget. A motion was made by Jennifer Johnson and was approved by Courtney Holiday. The cost of the water filter system and water filters should not exceed above \$50. Symbol Cortez will be taking care of it.

Announcements & Important Dates:

School Carnival: Friday, September 30 5:30-8pm

Book Fair Read & Feed: 11am-1:30pm

A-H- Oct. 5 I-P Oct. 6 Q-Z Oct. 7

Parent Teacher Conferences:

4:15-8pm Oct. 10 & 11 and 8am-12pm Oct.13

(Book Fair will be open during conference times)

End of First Quarter: Oct. 11

Family Runza Night: Oct. 11

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No School: Oct 12, 13 & 14

Picture Retakes: Tues. Oct.25

Olympic Day Meeting: Fri. Oct. 28

Halloween Celebration: Mon. Oct. 31

Parade: 2:30pm Parties: 2:45-3:30pm

Texas Roadhouse Night: Tues. Nov. 1

Next PTO Meeting is on November 14th, 2016 at 9:00 am.

Meeting adjourned at 9:50 am and total number of attendees: 27