

## Prairie Lane PTO – General Meeting

September 15, 2016

In Attendance: Jessica Winnie, Dina Beal, Megan Calhoun, Beth Olson, Erin Anderson, Nicky Ichen, Amy Dollar, Camille Schroeder, Beth Ricciardi, Crystal Mahon, Mary Roach, Liz Molton, Beth Smith, Sara Hanel, Stephanie Day, Dana Johnson, Theresa Carrera, Bonnie Klem, Stephanie Graf, Tracy Margetson, Karin Carner, Jamee Wojtanaicz, Kirsten Van Dyke, Melissa Harmon, Kim Bonolin, Courtney Craig.

Jessica Winnie called the meeting to order at 6:40pm

### **Officer Reports:**

President's Report – Jessica Winnie:

- Jessica introduced herself and introduced the PTO Board.
- Jessica said that our goal is to keep our meetings to one hour, so she will do her best to keep the meeting on schedule

Vice President's Report – Dina Beal

- Nothing to report

Secretary's Report – Beth Olson

- Beth reviewed the minutes from May 19, 2016
- Motion to approve - Crystal Mahon
- Seconded by Camille Schroeder
- All approved

Treasurer's Report – Megan Calhoun

- Fiscal year starts July 1; we set up a budget of what we are hoping to earn for the year
- We need to have it approved – one side what we are hoping to bring in, the other side what we may spend.
- Megan asked everyone to review the budget and ask any questions about what is listed
- Some expenses so far, mostly associated with the Walk a Thon
- Motion to approve: Dana Johnson
- Seconded by: Crystal Mahon
  - Amy Dollar asked whether the baskets for the front of the school are included; Megan stated it was included in the School beautification project.
- All in-favor
- None opposed – None

Principal's Report – Mrs. Schroeder

- Mrs. Schroeder introduced the teachers – Mrs. Ricciardi, Mrs. Roach and Mrs. Dollar

Teacher Representative Report

- No report

## Committee Reports:

### Spirit Days – Jessica Winnie

We will again be doing monthly spirit days. Each month on spirit day kids can wear their Prairie Lane spirit wear and we have a treat that kids can buy. For our first spirit day, we will be selling popsicles at lunch for \$1. We will also do Smencils and a Snack Cart. This year we have added a fun theme – next Wed will be hat day. It will be a way to make it more fun. We also try to vary the items sold each month.

### Square One Art – Amy Dollar and Stephanie Day

- Square One Art is a fundraiser for the Art program – children Students design their art on a 8.5 x 8.5 sheet while in Art Class (all grades participate) and then parents have the opportunity to purchase special gifts to commemorate their children’s art work.
- There were samples of the different options that parents and family members can buy – gift ideas for the holidays.
- Students who have purchased a tile for the school have their tile on display in the Cafeteria.
- Tiles are \$6.50 per tile. We would like to encourage more families to buy a tile – we are looking to see if they can lower the cost so that all students can have a tile in the cafeteria.
- There was a note sent home about the fundraiser today.
- The school makes 50% profit on the fundraiser.
- Items purchased will be available for pick up items during the first week of December.
  - One parent asked if we could we add an option for families who wish to, can pay for an extra tile, for families that didn’t buy one. Amy Dollar responded that she will look into adding that.

### Box Tops – Jessica Winnie for Mel Modica and Kimberly Gallagher

- Mel and Kimberly are not here tonight
- Mel and Kimberly are getting things together for the Box Tops program. They are focusing on rewarding classes with non-food prizes this year
- The first wave of box tops is to be postmarked by November 1.
- Teachers should have buckets in their rooms – Mrs. Ricciardi and Mrs. Roach confirmed this.

### Book Fair - Beth Smith

- The Buccaneer Book Fair will be from October 21 to 28,
- The Fair will be open during Parent-Teacher conferences
- A flyer will be sent home in first week of October to help asking for volunteers
- Courtney Breit will be the co-chair – Beth said that this will be her last book fair (as she is moving), so Courtney will need a new co-chair, if anyone is interested.

### Walk-A-Thon – Jessica Winnie and Megan Calhoun

- This is our one big fundraiser for the year
- When we started the Walk-a-Thon, we identified that we would raise funds annually to help achieve our school’s technology goal to eventually have a 1:1 ratio of technology per child in the school.
- Each year we have done the Walk a Thon, we have achieved our fundraising goal
- The event is next Saturday, September 24 from 10-3 pm
- If you are done collecting pledges, send the envelopes back to school, so we can award prizes, but it will also provide us with an idea of who will be attending the event.

- We will have fun activities, games, bounce houses, food, Kona Ice – also appearances by PPF and Elvis from The Kenosha Kingfish.
- We will be setting designated walking times and then adding time to get out on the course to dance – this was Ms. Tiffe’s recommendation. It will be a good time.
- The walking course is 1/8 of a mile. Each lap completed, the children will earn a bracelet – they can also earn a bracelet for each song they dance to.
- We are still looking for volunteers to help out. There was a sign up genius link that was sent out in Friday news, please sign up for what you can do to help.
- We are offering an incentive this year, if three parents from each classroom signs up for an hour, they can earn a gift card for their classroom to help pay for supplies.
- If you have older children that need community service hours, please have them sign up to help with games. Email Jessica and she can help get those kids scheduled to help

*Parents had the following questions about the Walk-A-Thon:*

- What is the current ratio of technology?
  - Mrs. Schroeder responded that we have four classrooms that have Chrome Books, all classrooms PK to 3 have about six iPads, this also includes our labs.
  - Over time, Mrs. Schroeder wants to have one device per student.
  - The library has several– we are under 50% but close to it.

Teacher Conference Luncheon

- This will be at the end of October
- During conferences, we host a luncheon for the teachers.
- An email will go out asking for donations. The PTO will pay for and provide the main course, we will ask for donations of salads, sides, desserts, etc.
- The luncheon will be on October 27

Newsletter – Dina Beal

- Dina said that the goal is to send it out each Friday, closest to the first of the month.
- Dina said the newsletter will highlight upcoming events for each month and highlights for the following month.
- Dina will send out an email to committee chairs, staff and teachers to request information

Open Committees/Events

We do have a few committees that we need chair people for

- Volunteer Coordinator – will get a call or email from Deb from the office. You will organize volunteers to help out with needs at school such as lice checks, picture day, etc.
- Movie Night Chairperson – We will have one movie night and we need a chair person to take charge, organize volunteers and run the event. This event is in December
- Bingo Night – two Bingo nights – one on Halloween and the other. You can be a co-chair with a friend. We need someone to plan Bingo Night
- Free Family Game Night event – Families bring in games and play games together in the cafeteria.
- If you are interested in any of these positions, please let us know.

## **Old Business**

### Hot Dog Picnic – Dina Beal

- The event went well, great weather – pretty relaxed event.
- We hope to host it before school starts again next year.
- Had a great turnout – thank you to the teachers, there were so many who attended.

### School Supply Boxes – Beth Olson

- School Supply boxes were distributed to classrooms for Back to School Night
- We have the opportunity to sign another contract with EPI for next year
- Beth asked parents and teachers to give her feedback on the products/quality or report any quality concerns to her.
- We do have a product guarantee from EPI, if a product's quality does not meet our expectations they will issue a replacement.
  - Feedback from one parent indicated that the school she used to work at used EPI for several years and they were very happy with the product quality.

## **New Business**

### Facebook Page – Jessica Winnie

- Jessica announced that we have decided to move our FB page to a Private Page and to delete our current public page.
- We have decided to do this to protect the privacy of our students
- We have the new page set up, if you go on FB and search Prairie Lane PTO – you will find it, however, you will have to ask for permission to join. The request will need to be approved.
- You will see both pages, until we delete the old page. Might be deleted by the weekend
- We can also invite people to the page, but they too will need to be approved.
- Once you are a member, you can invite your friends with the administrator giving the approval
- Mrs. Schroeder will add this to Friday News.
- Teachers and all staff get the Friday News also

### Buddy Bench – Beth Olson

- A new project is being proposed to add a “Buddy Bench” on the playground
- There are currently two benches out there, and one can easily be converted at a low cost
- A Buddy Bench is a place where kids can go if they don't have anyone to play with at recess – seeing a child on the Buddy Bench alerts other children so they can approach the child and ask them to play.
- Beth asked if anyone is interested in helping with this project to let her know
- Beth said that the project will entail the process of converting the bench, but also educating the school – teachers, children and parents about the bench and how to use the bench.
  - It was discussed that another school in KUSD has a Buddy Bench and it works well for them; they didn't need a lot of training to understand how to use the bench.

### A-Frame Sign – Megan Calhoun

- We are proposing that the PTO purchases a chalk marker A-Frame sign that can be used to promote events outside of the front door; the sign can be left out during the day and during pick up.
- We would like to make a motion to purchase this - \$158
- Also would use it at events to inform parents what the money we are raising will be used towards
- The sign is weighed down, heavy so it is wind proof
- There is a 24x36 total writing area
- Would like to make a motion to approve \$200 for the purchase of the board and the markers
- Seconded by Liz Molton
- All in favor – all
- Non opposed

#### Walkie-Talkies for the Office Staff – Jessica Winnie

- The office staff is requesting the PTO to purchase 12 Walkie-Talkies total \$466.90
- Amy Dollar has offered to pay half out of Square One Art money
- We are making a motion to approve \$233.45 for ½ of the cost to pay 12 new walkie talkies
- Dana Johnson seconded it.
- All in favor
- Non opposed

#### New Playground Equipment – Megan Calhoun

- We have heard from parents and others that we would like an updated playground
- We listened to feedback a couple of the things that we would like to purchase
  - Swings – you can buy six for \$3,000
  - Spider-Web Apparatus
    - PPE has one
    - We have a 10 ft fall height
    - These are approximately \$20,000
    - After Walk-A-Thon, all fundraising efforts will go towards Playground
    - \$10,000 was earmarked from last year
- Would you like to see swings/or a climbing object or another piece of equipment?
- Beth Ricciardi said that Jeffrey installed new equipment and had parents volunteer to install
- Liz Molton said that Jeffrey has a spider web climber; her kids were there recently and they loved it
  - How many kids can be on it at once? 20
- We are going to get rid of the tires – they will be removed and put something else there
- Maybe we can ask Jeffrey to find out how many kids they allow on the item
- What about handicap accessibility – we don't have a high need now, but we can easily put in a handicap swing in for a special needs child.

#### New Events

We heard feedback that we should consider offering some free Events – bringing family and kids tougher without cost –

- We are adding a Family Fun Game Night this year where families can bring a board game to the cafeteria and enjoy a fun free family game night with other Prairie Lane families.

#### Kid Free Parent Night Out – Jessica Winnie

- We also heard that there was interest in having an adults only /kid-free event. In response we will be hosting an event at Strawberry Creek. This will be a fundraiser to help raise funds for the

playground equipment. We will have drinks and hors d'oeuvres and a silent auction, similar to Winter Fest where we have baskets that will be auctioned off.

- All money raised will be for the playground equipment
- The event will be on Saturday, April 1, 2017

#### Sock Hop – Jessica Winnie

- Kari Ray wanted us to ask whether we should consider changing the theme for the Sock Hop.
- If not 50's is there another suggestion?
- Jessica will ask Kari to send out a quick survey to get feedback from the parents.
- March 10, 2017 is the Sock Hop

#### Meeting Time

- We tried to listen to what feedback we received this year. Make the meetings more effective
- Tonight we tried something new – started at 6:30, so any feedback on the start time. What works best for everyone?
- Our meetings will be the Third Thursday of the month.
- We can interchange the times to see which times work out best for all

Any other business questions, comments, etc.?

#### School Funding

Mrs. Schroeder wanted to provide additional information about School Funding and why the PTO and fundraising activities like the Walk-A-Thon are so important to our school

- There is a per pupil amount that the school district gives us
- This is why tomorrow (second Friday count) is so critical – each school gets that same amount per student
- There are Title 1 funds, federal funds. They are a lot – however, we don't qualify for Title 1 funds
- We just get the base amount
- The last school Camille worked for got Title 1 funds, they got over \$100k extra funds; we don't get anywhere near that amount in our budget
- I believe this is an equitable way to fund, however when we do things to raise money for things like technology or the playground – we just don't have the funds to pay for it otherwise.
- This is why the events at our school to raise funds are so important. I appreciate all that the PTO does, we couldn't have this without the PTO organization.

#### Room Parent Drawings – Crystal Mahon

- Teachers all have different preferences for how the parties work
- Some rooms are peanut free
- First party is November 11
- Sample agendas – crafts, games, lunch, clean up and go home
- The most important form is the background check forms. Everyone who wants to help needs to have a completed background check form.
- Background checks last about 3 years
- It can take up to four weeks for the background check to be returned.
- There is a form on the school website – can make a link via the Newsletter