

March 5, 2020 – PTO Executive Committee Meeting Notes

Presidents' Report:

- Boosterthon is the week of April 21st – April 30th, with the actual Boosterthon on April 30th. We'll want volunteers to pass out water for the run and the Healthy Kids Committee is willing to organize this.
 - o A couple of weeks beforehand, they'll send us graphics for it so we can promote on social media.
- We discussed the proposed revisions to the PTO bylaws. For the most part, we are in agreement with the proposed changes.
 - o As far as term limits for committee heads, we are not in favor of adding term limits in and vote 8 – 2 to strike proposed Article 8, section 2. We agree we still want term limits for the voting members of the exec board.
 - o “Term” is defined as “academic year” for purposes of the bylaws.

1st & 2nd Vice Presidents' Report:

- The Vice Presidents met previously and came up with some new positions to more evenly balance the workload amongst the VPs.
 - o The current breakdown between 1st and 2nd VPs left the first VPs with way too much on their plates and the 2nd VPs with not enough to do.
- The proposal would be to have four VP positions, each managing a group of committees. There would be a VP of the following areas:
 - o Administration/Communications
 - o Fundraising
 - o Events
 - o Community
- The 5th grade celebrations would also be transferred to the fifth-grade room parents to organize – we will pass off at the very beginning of the year so there are no surprises about who is handling

- We had a lengthy discussion about Fall Festival and what it will look like going forward. At other schools, it sounds like it is heavily run by 5th grade parents versus the PTO.
 - o We will want to consider the survey feedback and think about how we want to proceed with this next year.
 - o Most parents don't even know we contribute to Camp Wyman. We should keep a line-items in the budget for helping kids who need it but shift away from Fall Festival being the primary funding source.
- We are considering doing away with General PTO meetings next year and shifting to a "Speaker Series" format with 4 speakers on topics of interest, where we can just make brief general announcements beforehand.
 - o We will ramp up our announcements in the Bulldog Bulletin, Social Media, Backpack Mail, etc. so people can get updates ways other than meetings.
- We would like the Room Parent Chair to attend Exec Meetings in the future, in addition to the Diversity Chair and Welcoming Committee Chair who already do.
- We had a discussion about how we want to approach "One and Done" moving forward.
 - o Do we want to do every other year, only one week per year or something else? No decisions were made, but something to consider.

Treasurer's Report:

- Trivia went extremely well – "Fund a Need" for guided reading libraries made \$9500!
- Mr. Helmig wants to set up Gift Smart for selling Cardinals Tickets. He also wants us to approve his distribution strategy for funds raised, which we do approve unanimously.
- The treasurer will get together a draft budget by our next meeting so we can begin to hammer out those details.
 - o We will want to consider the input for committee chairs as well on how much money they need.
- We'll send out the PTO survey shortly and ask for responses to be in before Spring Break
 - o This should be helpful in deciding what is important to families and where our money would best be spend, particularly with Fall Festival and Blacktop Ball.
- We spend around \$20,000/year on field trips. Do we want to consider a cap on the number per year per levels or an allocation of money per grade level?

- We currently pay for the 5th grader's Hidden Valley field trip, but that is tied into the PE curriculum, so perhaps the building budget could go 50/50 on this with PTO?
- Overall, we had a good year, raising around \$7,000 more than expected. At the end of the year, we still will have a lot of money in our account and need to consider how to best use.
 - We need to set a number for the reserve in our account – 10K or 20K?
- We likely want to donate some money to Givens after that transition as they will be starting from scratch.
 - We will want to see how many students are moving there and from where, so perhaps we should hold some cash for now until redistricting is resolved.
- It would also be a good idea to have a physical project (i.e. covers for the playground or Smart Board Replacement) that people can see with our extra funds.

Corresponding Secretary's Report:

- Corresponding Secretary and Recording Secretary could easily be combined into one position, allowing one of us to help with the VP rolls and more evenly distribute the workload.

Teacher's Report: Nothing to Report.

Principal's Report: Nothing to Report.

Upcoming Dates:

- March 31, 2020 @ 7pm: PTO Exec Special Budget Meeting (Via Zoom)