

## Orchard PTO Minutes

April 15<sup>th</sup>, 2020

- I. Meeting called to order at 3:43 by Sarah Landon
- II. Treasurer's Report – Jon Hall – We have a current balance of \$48,133.66 and are predicted to end the year with approximately \$30,000 as surplus. This is due to the fact that the Jog-a-thon funds haven't been spent and several end of the year events that require PTO funding are cancelled.
- III. Principal's Report – Although Alysia Arsanto was not able to attend, at the end of the meeting, Janet Flohr reported a message passed on from Alysia: there is not a date set for chrome book return, but one will be given at a later date, as well as a time to pick up personal supplies that may have been left in classrooms
- IV. Teacher Representative's Report – Kathy Preszler – All teachers are required to attempt to connect with students, teachers are utilizing Classroom Dojo, Zoom meetings, Google Classroom, parent emails and other platforms to teach and connect, devices will be distributed to kinder and 1<sup>st</sup> grade students who do not have access to a computer in the home, according to a discussion at the latest RSD board the requirements placed on the teachers may change, returning to school in a traditional means in the fall is still on the table for discussion
- V. Committee Reports
  - a. Yearbook – CJ Rodriguez – We have 215 preorders for yearbooks and we have purchased 400, the yearbook is on schedule and should be delivered directly to CJ during the last week of May or the first week of June, sales via the Square site will be opened up in May, distribution is planned for June and we are looking for ways to dovetail it with the lunch distribution that is already happening at the school, while maintaining social distance
  - b. Spirit Wear – Tara Symons – The first round of spirit wear has been delivered completely, including the back ordered items. The second round has been unsuccessful, with only 6 orders obtained. The printing company has a minimum order requirement and this minimum has not been met. The ordering time frame has been extended by three weeks in the hopes that some, if not all, of the minimums can be met. If not, the current orders will be cancelled and money will be refunded. Tara is going to find out how much it would cost for us to pay the difference to still get the orders.
  - c. Silverwood Read to Ride – Tara Symons – approximately 100 forms have already been turned in and the first round of tickets have been distributed via email. Parents have questions about forms that were turned into the school before the closure, and teachers have been reaching out to Tara to get those forms to her. The deadline is April 31<sup>st</sup>.
  - d. Book Fair – Mariann Medina – An online book fair will be held May 1<sup>st</sup>-14<sup>th</sup>, with items being shipped directly to the parents (free shipping with a \$25 order). The school earns 25% on sales. There is no way with this format to create classroom wish lists, however they are asking for teachers to recommend books that they believe kids would enjoy

and are grade level appropriate. Jefferson Elementary will be hosting an online book fair the two weeks prior to ours. We will share their link in case parents need books earlier than our fair. In consult with Shirley Falls, a portion of our proceeds will be donated to Jefferson Elementary to help with their library.

VI. Old Business

- a. Silent Auction – Sarah Landon and Joni Kranz – The auction was changed to an online format and raised \$5000. The auction typically brings in between \$7000-\$8000 to provide gift cards to the teachers in the fall. With the surplus in the budget, we will cover the gap with PTO funds in order to provide these gift cards in the fall. Teachers who contributed to the auction will receive a higher value gift card. Changes for the future of the auction were discussed: a room parent being in charge of a classroom basket/auction item, fewer auction items available, more responsibility being shared with parents in each classroom or grade level
- b. GagaBall Pit – Jon Hall and Kriste Colley-Kummer – Kriste has been talking with Jay Osborne about which portable ball pit he would like for the PE program. He sent one that he would like to have purchased, which is approximately \$2900. Jay recommended a fixed structure be approximately 26 feet in diameter. Jon has been working with Jeff L. in facilities, and they do not approve the vendor of the one that we selected. Facilities is working with Jon to see what approved vendors they can find and if it can be installed this summer. The fixed ball pit that we had selected cost approximately \$3600. Sarah L moved to set aside \$6500 in the budget for these two items, Jon H seconded the motion, it was voted on and passed.
- c. Vacant Board and Committee Positions – a discussion was started about which positions we need to advertise and fill, executive board, committee leads and club advisors are all available, a list will be made available to staff members so they may think of parents who would be a good fit, ATP is the lead for the One Book, One School program and will look for other staff members to fill that position as opposed to it being a PTO responsibility, nominations will be made at the next PTO meeting, with voting happening in June, Cultural Fair will need a new lead and may proceed this year with an online platform (FB and/or Zoom)

VII. New Business

- a. Quarantine Stimulus Package – Using the surplus funds in the budget, PTO would like to gift \$100 to every teacher immediately, recognizing that personal funds are being spent on postage, supplies, technology, etc, CJ made a motion to move funds from the author visits and assemblies categories to fund this stimulus package, Kriste seconded the motion, it was voted on and passed
- b. Frames for Teach-To posters – Tammy Morrow has requested funds for purchasing 12-15 frames for the Teach-To posters in the hallways, there has not been a decision made about which type or color to purchase, when that decision has been made, Jon made a motion to move the money from the Field Day fund toward this purpose, Sarah seconded the motion, it was voted on and passed
- c. Teacher Appreciation Week – There were plans in place to celebrate, but we are looking for ways to make that week more relevant to our current situation, one idea was to use

the money in the Hospitality fund to increase the amount of the stimulus package in lieu of a gift, other ideas were delivered items or videos and photos of students.

VIII. Next Meeting – May 13<sup>th</sup>, 3:30, Zoom platform

IX. Meeting adjourned by Sarah Landon at 5:12 pm

**In Attendance**

Sarah Landon

CJ Rodriguez

Jon Hall

Kriste Colley-Kummer

Susan Duncan

Rebecca Boyd

Kathy Preszler

Justen Merkt

Mariann Medina

Danica Garcia

Jana Mapes

Tara Symon

Sarah Hall

Joni Krantz

Janet Flohr

Cynthia Hargunani

Tammy Morrow