

## Orchard PTO Minutes

June 3<sup>rd</sup>, 2020

- I. Meeting called to order at 3:40 pm by Sarah Landon
- II. Treasurer's Report – Jon Hall – Large income line items were a check from Papa Murphy's and the Leprechaun Dash, as well as the income from the sale of yearbooks. Larger expenses paid out in May were the sign for 5<sup>th</sup> grade promotion and an invoice for the backordered spirit wear. There was an additional freight cost for relocating the GagaBall Pit delivery. At the end of May, approximately \$46,000 was left in the account.
- III. Budget Review and Vote – Jon Hall – The board members have spent the past month discussing and making adjustments to the proposed budget for the 2020-21 school year. The rationale for the budget is as follow:
  - a. Reduced Income – Our major fundraiser, the Jog-a-Thon, may not take place due to large gatherings being restricted, as well as social distancing for students, even on a smaller scale. This event funds most of the budget, and if the event takes place virtually, we conservatively predicted an income of \$10,000. In addition, we receive income from community events that may be prohibited in the new school year (Skate Night, Chuck E. Cheese Night, etc).
  - b. Reduced Expenses – Many items that we fund may not be allowed under the gathering restrictions, such as assemblies and field trips, so we did not budget to fund these events.
  - c. We have the ability to adjust the budget and vote on it in the fall, if restrictions have lifted enough to change the financial outlook.
  - d. Sarah Landon moved to approve the budget as written. Danica Garcia seconded the motion. A vote was taken and the budget passed unanimously.
- IV. Principal's Report – Alysia Arsanto- Field day has been completed. A drive-thru promotion ceremony for 5<sup>th</sup> graders has been planned for June 10<sup>th</sup>, with the 5<sup>th</sup> graders receiving t-shirts from Libby Middle School. Report cards will go out and will have the same marks on them as the spring report cards, as well as a notation that indicates they are moving up to the next grade level. Class lists are being finalized, though parents still have the opportunity to submit a student information form indicating teaching styles that may work best for their child. Mrs. Arsanto and Mrs. Robillard are both serving on RSD committees that are working on a plan for the fall for all stakeholders.
- V. Committee Reports
  - a. Yearbook – CJ Rodriguez – Yearbooks have arrived and will be distributed in the bus loop next Monday-Friday during the lunch period.
  - b. Spirit Wear –CJ Rodriguez for Tara Symons – There were 12 orders for spirit wear, and 2 of the items needed to be cancelled due to not meeting the required minimum order. Tara Symons has decided to pay for all remaining items to meet minimums, approximately \$150. The orders are expected to arrive in 3-4 weeks and will be distributed by Tara and Justen Merkt. A \$50 refund check will be arriving due to how the company prices their items by rounding up.

- c. Book Fair – Sarah Landon for Rebecca Boyd – The bookfair had \$960 in sales, and Jefferson Elementary sold \$1120 worth of books, with some purchases made by Orchard parents.
  - d. Cultural Fair – Cynthia Hargunani- The Virtual Cultural Fair is currently live on a YouTube channel. 6-9 video presentations are available to watch. The live event will be held via Zoom this Friday, June 5<sup>th</sup>, featuring question and answer sessions with presenters, dance instructions, games, a dance-off and a message from Mrs. Arsanto. Elizabeth Porter is hosting the Zoom through Bon Voyage Academy.
- VI. Old Business
- a. Poster Frames -Tammy Morrow- Tammy has hung most of the posters and will get the rest hung within the week. She has requested an additional poster for the bathroom, which Mrs. Arsanto agreed to print.
  - b. GagaBall Pit – Jon Hall and Alysia Arsanto – Both Jon and Alysia have contacted RSD facilities to have the outdoor GagaBall Pit approved. Jay Osborne has sent another option that was also forwarded to facilities. A response from Jeff Lettau was received during the meeting, stating that the purchase and installation of a GagaBall Pit is not something the district will consider at this time, citing concerns about the roughness of the game and the current need to focus on Covid-related issues.
  - c. Jog-A-Thon Committee Leads – Sarah Landon – One parent has expressed interest in running the donation website, another parent is working with Orchard Hills Pediatric Dentistry to design and print the t-shirts. We are still in need of an overall Jog-a-Thon lead, a day-of lead and someone to work on prizes. The consensus in the meeting was to simplify the prizes, t-shirt design and ordering and lap counting as much as possible. This may likely be a virtual event this year.
- VII. New Business
- a. Unused Grade Level Grants – Sarah Landon – Due to a surplus of funds collected via the Jog-a-Thon in 2019, each grade level was given \$1000 to spend. As of this date, the 1<sup>st</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade teams have money available. They were planning on spending this money on end of the year field trips. Money needs to be spent before June 30<sup>th</sup>. The 1<sup>st</sup> grade team will be buying items to bulk up hands-on stations/centers in their classrooms. 4<sup>th</sup> grade is still unknown, and 5<sup>th</sup> grade has expressed an interest in gift cards to purchase items for distance learning.
  - b. Last Day of School – After discussion, it was decided that there will be a Zoom dance party hosted for each grade level on the afternoon of June 15<sup>th</sup>.
- VIII. Nominations for Board Positions – Kriste Colley-Kummer – CJ Rodriguez was nominated during the May meeting for the position of President. Jon Hall made a motion for CJ Rodriguez as President. Sarah Landon seconded the motion. The motion was voted on and passed unanimously. Danica Garcia was nominated during the May meeting for the position of Vice President. CJ Rodriguez made a motion for Danica Garcia as Vice President. Suzy Steitieh seconded the motion. The motion was voted on and passed unanimously. Allie Johnson was nominated during the May meeting for the position of Assistant Secretary. Sarah Landon made a motion for Allie Johnson as Assistant Secretary. Danica Garcia seconded the motion. The motion was voted on the passed unanimously.

- a. The signing authority previously granted to Sarah Landon in regards to the corporate bank account, currently held at HAPO Credit Union, has been revoked and she will be removed from the account. CJ Rodriguez, as the incoming President, will have full signing authority and ownership of the HAPO bank account, along with Jonathon Hall and Kriste Colley-Kummer.
- IX. Questions/Comments
  - a. Support of Jefferson Elementary – Sarah Landon – A partnership with Jefferson Elementary, in some shape, has been proposed in the past, but not acted upon. We brainstormed financial contributions, as well as other non-financial ways to support their PTO, such as joint meetings, sharing of paperwork, ideas and resources, joint events and/or donations and drives (fundraising, food drives, winter gear, etc). Sarah Landon will reach out to the Jefferson PTO and make this initial contact.
  - b. Outdoor Lending Library – Kathy Preszler – A request was made for a version of a Little Free Library installed outside of the school in light of the libraries not being open. CJ Rodriguez may have a Girl Scout troop available to take this on as a community project.
- X. Meeting adjourned at 5:10 pm by Sarah Landon

**In Attendance**

Sarah Landon

CJ Rodriguez

Jon Hall

Kriste Colley-Kummer

Kathy Preszler

Danica Garcia

Janet Flohr

Cynthia Hargunani

Aga Tashea

Tammy Morrow

Allie Johnson

Alysia Arsanto

Jillian Robillard

Cat Roberts

Lauren Gradin

Suzy Steitieh