

May 11 6:30 pm

Rita called meeting to order

Minutes were approved from the April meeting.

Principal's Report: Ms. Culver

- Ms. Culver wants to extend a huge thank you for all that the PTO has done and continues to do for the community and the teachers. They were so lucky to have been spoiled during Teacher Appreciation Week. Thank you.
- They are working hard to make sure 5th graders have a special send off. The PTO did an amazing job working to get 5th graders t-shirts that they will receive with their supplies this week (in place of a picnic).
- In fact, they are working to get tshirts for all students.
- Variety show was well done-thank you for putting that together.
- No updates right now for summer learning. The best place for information is the website, and when anything changes, she will send it in a newsletter.
- Student supply pick up is this Wednesday and Thursday. Families are encouraged highly to follow their assigned times, but if that doesn't work, please call the school and they will work out something. Some families have said that they don't even want the supplies. If a family doesn't want supplies, please call the office and let them know and they will dispose of them.
- We are NOT taking back books, iPads, equipment and learning supplements at this time. Those will be collected at a later date, and information will be sent about that later. (Collection will likely be in fall, perhaps during residency event)
- Any students who didn't get their birthday books this Spring or Summer will get their book with their supplies. All students will receive a book from d95 Foundation as well.
- Library construction is happening this summer, in addition to getting air conditioning this summer. We will also be getting a maker space, connected to the library.

Teacher's Report: N/A

Officer's Reports

President's Report

- SLATE for 2020-2021. All approved.
 - Voting on exec board.
 - Co President: Carinn Fleming
 - Co President: Rita Homuth
 - Vice President: Angelica Carroll
 - Treasurer: Laura Rogers
 - Secretary: Karen Beierwaltes
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- There are a few slate openings which we will post. We need someone for after-school enrichment. The current person is graduating out. Bingo, Yearbook, Make by Me Market and Red Ribbon Week are looking for additional help. These are run by parents who will be aging out soon. Descriptions of these positions will be coming soon so we can share and try to get volunteers.

- Summer Learning Registration through May 20th. Dates have tentatively been moved to July. Check the district website for more details. They are not taking payment at this time, so you can register and payment will be accepted once the district can guarantee that the program will happen. The district is updating the website pretty frequently so that's a good place to check for updated information.
- District is collecting \$25 or smaller gift cards to grocery stores to pass out to families in need. If you would like to support this need mail them or drop them off at the District Admin Office. These will be passed out with the lunches.
- District is still accepting E-learning pictures to post to our district website. Send to Domi & Jean
- Foundation:
 - Collecting pictures of Hometown Heros-picture and short write up to post on social media this week.
 - Foundation Golf Outing cancelled(this was scheduled for June 11, then pushed to September but has now officially been canceled).

Vice President's Report – The plan for the Fall fundraiser is for a stress free fundraiser like we did this year. It went okay this year, and Angelica has some plans to help with marketing and other ideas to make it better next year. Vote – approved

Treasurer's Report - Budget Report We expect the budgeted amount for the silent auction will be greatly reduced. We are currently sitting at a loss of \$950 for the year, but there are a number of items on the budget for events that won't happen. Our goal is to end the year in the black, which is great considering our biggest fundraiser was canceled. The good news of a stress free fundraiser next Fall is that it can run regardless of how school returns. We can't know how we'll budget to the individual committees until we know what next year looks like. Typically Laura would reach out to committee heads to discuss this at this time, but she hasn't been able to do that yet. If you are heading a committee, please feel free to contact Laura. We typically meet as an executive board to plan a budget and then approve it at our Fall meeting. We are still planning to do that and will get the information as soon as we can.

Most of our big expenses are field trips and cultural arts. Whatever was left over in what we gave to the school this year will be added to our budget for next year. This will help offset the loss of funds from the silent auction. Support the silent auction how you can, and we will make it through this year the best we can. Once we are done with that, we'll have a better idea of where we'll end the year.

Room parents – please send the receipts and expenses to Laura via email or drop it off in the box on her porch once you've purchased your silent auction basket items.

Do not send anything to the main office at this time. Laura is not able to get there to get the bills and invoices that are sent there.

Mail for the summer will be forwarded to the district office. Larger packages may be returned to the company. We'll look for the fundraiser check from TreeRing this summer.

With the library being done sooner than expected, how does that affect our budget? We collected money years ago for the library. We do not have numbers yet, but we should be able to cover our initial contribution that we committed to. We haven't received a bill though yet.

Secretary's Report

This is Lisa's last PTO meeting. Thank you for all you've done for our PTO and our school!!

Committee Reports:

Variety Show - RECAP on VIRTUAL variety show and participation. Big thanks to Rachel and Theresa. We are happy that we were able to do this in a different way and were still able to have this event, although differently than usual. There were 223 views of the video during the weekend it was live.

Teacher Appreciation Week (May 4-8) Virtual - Thanks to committee & general recap of what was done. Unfortunately, we weren't able to do as much as we usually do. Each teacher was sent a \$5 Amazon card. As of now, only 30 teachers have actually received it. Cindy will follow up with to contact the teachers to work with those who haven't opened them yet.

Book Fair (ONLINE) – Scholastic shows profits as they ship, so the number is not yet accurate. It will likely take a few weeks before everything is shipped, so we won't know for a while. Scholastic shipping is a bit delayed because they are doing what they can to keep their shipping staff safe. We usually have about \$5,000 in sales at this book fair with BOGO, so we know it will be less than that. We will get 25% of sales as Scholastic dollars, which we can use however the school decides. (One of those things we use the dollars for is the birthday books for each student). Katie is having issue contacting people because her representatives are furloughed right now. Katie put in a request in March for our Fall dates but hasn't heard anything back from them yet, so dates are not yet confirmed. THANK YOU to Katie for all of your efforts!

Yearbook – Yearbook is printing! Jessica shared a sneak peak, including the Corona virus page. Sales were low, but of course they went up during the last week. There were only 15 families that didn't change their address to their home, so they will have to pick up from the district. If you forgot to update your delivery address, you can pick up at the District Admin Office during normal building hours. The yearbooks should arrive before May 29th. Watch your mailboxes. Something to look forward to. HUGE THANKS to Jessica for creating, photographing, editing and communicating all year long.

Silent Auction – This event is moving to an online format. We are using a service (32 auctions). We have to pay a fee but it's really small (about \$30). Heather sent an email that is going to be sent out to the parents either tonight or tomorrow notifying parents the event will be online and including a link to sign up for the raffle. We are still doing a raffle for the parking spot. There is also dine and dash. The first people who fill out the google form, will be randomly selected for our dine and dash gift cards. We may use a spinning wheel and do it on Facebook to determine which gift card they're going to get. The actual silent auction will hopefully launch on May 22. It will be open for one week to the 29th. Everyone will be invoiced for their total amount after that. Payment will be accepted as checks only. Items are all at Heather Wooden's. Check drop off and item pick up will be coordinated through her. Some of the items we received, we will not be able to use. We will be contacting some companies to try to extend expiration dates and figure out a way to use them. Most items don't have expiration dates. One item is a beach pass, but we don't know when that will be open.

We need classroom baskets at Heather's house by Friday to allow them time to take pictures and get everything uploaded to the auction site. Be sure to include the intake form when you drop it off.

Teacher experiences will not be able to be done this year. We are thinking about looking into doing them at Family Fun Night if that happens.

Knights of Columbus was paid a deposit for the event. Angelica spoke with them a couple of weeks ago regarding that and they are working through everything right now. The deposit is refundable so we should be getting one, but she isn't sure when. Expenses for the auction so far are the invitations, bid sheets and check out sheets, but the sheets can be used next year, so expenses are minimal. There is an option in the google form if people want to donate but not buy anything. If anyone has anything to donate, contact Heather and drop it off by Friday.

Restaurant Nights- RECAP April- Hungry Mule & Mexican Pancake. We knew the Mexican pancake place was a risk. It was the first fundraiser they've ever done. It definitely got crazy, especially from 6-7 pm. We made \$180 and then he threw in another \$20 due to the problems. That's more than we make at many other events. There was talk about how to use the money. Because we already advertised it for the PTO, we stuck with that.

Diana contacted Fresh Stack in Kildeer (grandson of Dave Thomas, from Wendy's). They opened today.

June 1 ALL Day-Culvers. We usually make about \$300-350. This is our big one. They originally wanted to cancel it. Instead of doing it from 4-7 pm, it will be 10 am to 10 pm. They've bumped it up from 10% to 15%, but you MUST mention Sarah Adams. They are hoping not everyone comes at dinner. They know how SA turns out and they can't manage that during the drive thru alone. They are encouraging people to turn out through the day.

Diana is hoping to schedule some through the summer. It's a win-win, we support them and they support us.

Fresh Stack had so much business, they had to shut their doors for dinner today! THANK YOU, Diana. They're going great this year!

School supplies- EPI. Marketing materials coming soon.

Family Fun Night for Next School Year - August 21, 2020

Hopefully Family Fun Night will be the first Friday after we're back in the fall, from 6-8 pm. The DJ and balloon guy are both available on that date and do not have a cancellation fee if we have to cancel.

Head Room Parents - THANK YOU! Reminder if class had not yet turned in their raffle basket it is required to do so by May 15th and empty class fund account. If you still have funds leftover, write a check to the Sarah Adams PTO, include the teacher's name in the memo. These funds will be used by the committee to finish purchasing the items for the classroom baskets (if people don't feel comfortable shopping to finish their baskets).

Turn in receipts to Laura Rogers (treasurer)

Fifth Grade Picnic canceled. This is budgeted in our PTO budget. The PTO is using those funds to surprise the kids with MSS shirts, their first piece of middle school spirit wear. We worked with Melon Ink to design the shirts. The teachers are working with Mrs. Culver to set up zoom picnic lunches with their classrooms.

Joanie's Closet- Directing parents to the district website for the food program both for need or donations. The committee met today and is still working to get school supplies. If you're interested in assisting families in need, please see the Joanie's Closet page on the district website. St. Francis and Alpine Chapel are doing a lot to help as well.

Box Tops & Coke Rewards- Keep using the online app! If you have any actual box tops or Coke tops, please put them in a plastic bag and drop them at Amanda's at 655 Pheasant Ridge and she will get them entered. Include your child's name and teacher.

After School Programs - Attempting to obtain reimbursement for families.

Young Rembrandts: With the exception of 1 family, all chose to continue participating in the class online. Young Rembrandts did not hear back from 1 family and are following up again.

Sticky Fingers: They are offering our families the option to receive a partial refund or credit towards future classes. I asked them for final confirmation once they connected with all of our families.

Chess Scholars and Let's Build It are run through the same company (Afterschool Enrichment Solutions). They are refusing to offer refunds and reiterated their policy clearly states no refunds are issued for matters beyond their control. Not sure we can do anything about this?? We are not happy with their inflexibility.

If anyone is impacted by this and would like PTO assistance, please reach out to us. The lack of flexibility may be taken into account when we determine with whom we partner next year. One of the challenges in offering credits is that we have to use them again next year. We also may need flexibility next year as well. Keep in mind that if you accept a credit, it may be useless.

Made by Me Market – If you have a child who was signed up as a student vendor, you would have received an email letting you know that the event had to be canceled for all three schools. Rita really tried to find a way to make it work, especially knowing students have put out money for their crafts. It is on our calendar for next year and we will try to start over. We've encouraged student vendors to keep their product and consider participating next year. For the fifth graders, we did let them know that we are hoping to provide a program at the middle school level, for a program with a progression through high school, similar to the chamber of commerce business expo.

Questions/New Business

Open Positions After School Enrichment Chair Person
Extra person for Yearbook, Made by Me, Bingo, Red Ribbon Week