

Sycamore PTO
Meeting Minutes
Tuesday, March 13, 2018

Call to Order - 6:33 PM

Position Updates

- **President Update – Lauren Stahl**
 - School supply kits
 - Order forms were included in Kindergarten roundup packets
 - Remaining order forms were given to Sharon and Kim for disbursement
 - Staff luncheon
 - Baked potato bar
 - Toppings, desserts and drinks provided by parents

- **Treasurer / Corporate Donations Update – Cheryl Burke**
 - Treasurer's report
 - Springfest summary (handout) - \$5,834.90
 - PTO balance (handout) - \$14,784.52
 - Teacher supply requests
 - Submission deadline Monday, April 30, 2018
 - Chipotle Spirit Night – Saturday, April 14, 2018 4:00 PM – 8:00 PM
 - Hot Skates Spirit Night – Saturday, May 5, 2018 5:00 PM – 7:00 PM

- **Fundraising Update – Chandra Burry**
 - Sycamore Springfest
 - Auction items
 - 35 baskets and 35 experiences auctioned off
 - Baskets closed at 11:00 AM; experiences closed at 12:00 PM
 - Highly successful; highest interest in experiences

- **Activities Update – Erika Pike**
 - Sycamore Springfest
 - Craft fair feedback
 - 23 responses received from vendors; 64% were satisfied; 68% would return, 22% would not, remaining undecided
 - Chief complaints
 - Expensive entry fee
 - Dismal sales
 - Confined space
 - Intermittent contact with PTO member
 - No coffee or snacks
 - Positive feedback
 - Good accommodations

- Clear facility
 - Good organization
 - Children's activities
 - Successful, but low key; will need to determine if necessary going forward
 - Teacher Appreciation
 - Will take place the first full week of May; Sign Up Genius will be available for parent donations; one meal will be served
 - PTO will communicate Student Council to coordinate efforts
- **Corporate Promotions Update – Kastonia Gray**
 - Box Top contest update
 - Goal was set at 5,000 box tops; winning classroom awarded with extra recess
 - Raised approximately \$1,400 throughout school year
- **Parent / Teacher Walk-In's**
 - Principal Update – Ms. Harris
 - iRead 3 – Wednesday, March 14, 2018
 - KidTown – Friday, May 18, 2018
 - Fourth Grade Farewell – Wednesday, May 23, 2018
 - Last day of school (Field Day) – Thursday, May 24, 2018

New Business

- Fourth Grade Farewell – Dave Levstek
 - Budget
 - \$900
 - Possible events
 - Obstacle course, large inflatable slide, dancing
 - Food
 - Cake, snacks, etc. as lunch will be served immediately prior to party
 - Parent volunteers
 - Sharon will verify background checks
 - Parent shadow
 - Will gauge interest of third grade parents to shadow for next year
 - Proposed the possibility of a third grade parent chairing the event to allow fourth grade parents to enjoy the event with their children
- Open Elections
 - 2018-2019 PTO Board Positions
 - Co-Presidents – Lauren Stahl and Erika Pike
 - Treasurer – Cheryl Burke
 - Secretary – Kastonia Gray
 - Fundraising – Chandra Burry
 - Co-Activities – Parmy Warner and Nicole Jones
 - Corporate Promotions – Erin Steele
 - Hospitality – Shae Kmicikewycz

Motion to Adjourn – 7:00 PM

Upcoming Meetings

Please join us for our upcoming PTO meetings!

- Tuesday, April 10, 2018
- Tuesday, May 8, 2018