

Sycamore PTO
Meeting Minutes
Tuesday, January 09, 2018

Call to Order – 6:39 PM

New Business

- **Family Fitness Night – Mrs. Hasser**
 - February 22, 2018 – 6:30 PM – 8:00 PM
 - Activities include but are not limited to:
 - Hula hoop activity
 - Adamson Karate
 - Aerobic activity and booth
 - YMCA fitness activity and booth
 - Avon Aerial jump rope team; performance and instruction
 - Raffle and prizes
 - HRH health-related activities (pending)
 - Request for financial assistance; will submit \$100 teacher grant
 - Raffle tickets provided by PTO
 - Sign Up Genius will be created and sent to Sharon for volunteer requests

Position Updates

- **Vice President / Treasurer Update – Lauren Stahl**
 - Treasurer's report
 - Current balance - \$9300
- **Fundraising Update – Chandra Burry**
 - Talent Show
 - Limo ride – one ride with all winning students; Mrs. Harris and Mrs. Bonilla will chaperone
 - Limo ride will arrive at Sycamore at 4:30 PM and transport to Outback Steakhouse; limo will return to Sycamore by 6:10 PM
 - Sycamore Springfest
 - Auction baskets – due Friday, March 2, 2018
 - Some teachers have completed baskets, others have incomplete baskets; teachers expressed concern over ability to complete baskets
 - Some teachers have requested \$2 per child to allow for flexibility with purchases
 - Possibility of combining baskets if some teachers do not obtain donations
 - PTO to request teacher feedback/status; grade level representative to send response to PTO e-mail account
 - PTO also willing to create to Sign Up Genius for teachers in need

- **Activities Update – Erika Pike**
 - Talent Show – Friday, January 19, 2018 – 6:30 PM – 8:30 PM
 - Currently have 60+ participants; auditions scheduled for Wednesday, January 10, 2018
 - Changing venue from cafeteria to gym; bleachers will be pulled out, some chairs set up for adults who are not able to access bleachers
 - VIP entrance and seating for students who won Read-A-Thon prizes
 - Current assignments
 - Miss Ashby will be available for “backstage” assistance
 - Current needs
 - Help needed for intermission/snacks
 - Adults needed for “green room” supervision
 - Request for raffle or teachers to coordinate a surprise performance to secure audience
 - Sycamore Springfest (handout)
 - Committee members
 - Still seeking volunteers to round out committees
 - Current assignments
 - Troop 307 to assist with concessions
 - Current needs
 - Donations for auction baskets (Chandra)
 - Donations for gift card wall (Cheryl)
 - Volunteers to coordinate and facilitate children’s activities
 - Sign Up Genius for setup and teardown
 - Vendor check in and check out
 - Marketing including signage
 - Vendor update
 - Currently have 21 vendors; 10x10 booths are full, 8x8, 8x4, 6x4 still available
 - Tentative timeline of events (handout)
- **Corporate Donations Update – Cheryl Burke**
 - Hot Skates Spirit Night – Saturday, May 5, 2018, 5:00 PM – 7:00 PM
 - Chipotle Spirit Night (50% back) – Saturday, April 14, 2018, 4:00 PM – 8:00 PM
 - Silent auction donations
 - WISH-TV newsroom tour secured
 - Please send ideas for donations and willingness to help to Cheryl
- **Corporate Promotions Update – Kastonia Gray**
 - Box Top Contest – Monday, January 29, 2018 – Friday, February 9, 2018
 - Individual competition; top students and class or grade level will be rewarded
 - Will rely on PTL’s to count and submit Box Tops on behalf of each classroom; if PTL’s unwilling, please submit box tops to Kastonia
 - Teachers are asked to submit box tops to Kastonia on Friday, February 9, 2018
- **Principal Update - Ms. Harris**
 - Upcoming testing dates
 - ISTEP Part 1 – Monday, February 26, 2018 – Friday March 9, 2018
 - iRead – Monday, March 12, 2018 – Friday, March 16, 2018

- ISTEP (Part 2) – Monday, April 16, 2018 – Friday, May 4, 2018
- NWEA – three weeks following Friday, May 4, 2018

Other Business

- **Position Addendum**
 - President position vacated for personal reasons
 - Motion to amend bylaws so that all vacated positions can be filled
 - Motion seconded; all attendees in favor
 - Lauren Stahl to assume president position; Erika Pike to assume vice president position; Kastonia Gray to assume treasurer position

Motion to Adjourn – 7:23 PM

Upcoming Meetings

Please join us for our upcoming PTO meetings!

- Tuesday, February 13, 2018
- Tuesday, March 13, 2018
- Tuesday, April 10, 2018
- Tuesday, May 8, 2018