

Ryerson Executive Board Meeting Minutes

November 15th, 2021 @ 6pm

1. Welcome
2. Reports:
 - a. Principal: none at this time
 - b. Treasurer
 - i. Budget Updates: 11762 revenue to date/ expenses are 4687 which makes the current amount 7074. Based on current fundraising, planned expenses and estimated future revenue- the budget is looking on track to maintain the levels of activity.
 - ii. Box Tops for Education: want to address this as an easy way for parents and community members to help support the school. Pairing this with Amazon Smiles creates donations to the school without people doing anything differently.
3. Administrative:
 - a. Fundraiser Updates
 - i. A few pieces of Spirit Wear are still outstanding, but we're closing in on the finish line. Looking at in the future having parents order online directly from the company and the company will prepare separate orders prior to pickup.
 - ii. All pies and cookie dough have been delivered, refunded, and re-sold
 1. We'll want to make changes for distribution next year in order to reduce errors. I propose a block of time dedicated to pulling/boxing orders and a separate block of time for pick-ups.
 - b. Money for classroom activities collected by teacher vs money for gifts collected by Room Parents
4. Upcoming Events:
 - a. Food Drive concludes this Friday, 11/19.
 - i. Jen will pick up final contributions on Friday morning and make delivery to the Madison Food Pantry between 10am-noon on 11/19. 13 overflowing boxes were collected to donate. Contributions by our community were generous.
 - b. Toy Drive

- i. Hilary is point of contact
- ii. Donation made to CCMC
- iii. Collection period is 11/29 - 12/10
- iv. Hilary will deliver to CCMC

5. New Business:

- a. Thanksgiving gift for staff
 - i. 85 staff members
 - ii. Individual boxed donut from Bishop's is \$1.95 per
 - iii. Can special order. Must place order by Thursday 11/18.
- b. Winter Holiday / New Year gift for students?
- c. Winter Workshops
 - i. Can only be run by staff
 - ii. Erica has been communicating with Mrs. Spooner
 - iii. The PTO is offering \$50/day to run a workshop - discuss payment for pairs, teacher vs para, reimbursement for supplies: if two staff members want to work together one one class, they would split the payment.
 - iv. Mrs. Spooner is making the offer to staff and is asking for feedback by 11/19 - Google form sent this morning
 - v. Open to wider MPS community if necessary
 - vi. Potential dates include: 1 /6, 1/13, 1/20, and 1/27. 2/3 as possible make-up date. Time is 3:30-4:45pm.
 - vii. Registration options - paper, SUG, FamilyID: Sign Up Genius also offers payment collection as part of their platform. Fee per class right now would be \$60.
- d. Give To Grow
 - i. Erica has a quote from Surf Club and date availability - review proposal sheet: agreed to secure the Surf Club for June 3, 2022. This event will have music and catering. It will have raffle and auction items included.
- e. Book Fair: Planned to be in person in the Spring. If not indoors, then outside under the canopy during the day.
- f. Other fundraiser ideas: Square One Art and Bowling Night
- g. School Events to Sponsor/ Help Organize: Science Fair and Variety Show/ Talent Show.

*It was noted to create a project sheet to plan events of the school year that would contain information on timeline, ownerships of responsibility, and committee volunteers.