

# FRANKLIN MONROE ELEMENTARY PTO MEETING MINUTES

March 21, 2022

## **Attendees (signed in):**

Angie Norris, Jen Davenport, Chelsea Myers, Sarah Ruffing, Ashley Seibel, Jamie Johnson, Sandi Baker, Elizabeth Wolford, Ally Brinkman via zoom, Jeff Ruffing via zoom

Megan Linder, Tonnya Helfrich, Malinda Quinn, Mandy Davis, Mindy Trick, Kristine Happy, Kim Hackworth, Sara Fox, Cassie Bixler, Lindsey Tauscher, Beth Hein, Clint Sharp, Brian Happy, Ruth Ragsdale, Erin Riffell

## **Zoom option:**

Zoom is being offered for PTO meetings! We cannot post the zoom link on Facebook as our page is public; reach out to a PTO board member or send a note into school (to PTO mailbox) to have your email address added to the PTO contact list for zoom info for each PTO meeting (call in information will come from Sarah Ruffing). The PTO contact list currently includes anyone that filled out a PTO volunteer form at the beginning of the school year.

## **2021-2022 PTO Board:**

Jen Davenport – President

Chelsea Myers – Vice-President

Angie Norris – Treasurer

Sarah Ruffing – Secretary

**Mrs. Linder – Principal's Report:** nothing new

## **New/Revised Teacher Requests:**

Mrs. Happy – Wax Museum Library – Research books, not to exceed \$260 – approved

Mr. Sharp – Monster portable speaker – indoor/outdoor events, \$181.68 – approved

## **Past Business:**

Teacher/Staff Gift

The teacher & staff gift for March was a pack of hand wipes, "We're in good hands with you!".

Picnic's Pizza & Grille: PTO monthly fundraiser

\$205 raised for February (\$859 YTD)

Next date: Wednesday April 6<sup>th</sup>

May and summer TBD

## **New Business:**

Family Bingo Night is Friday April 8<sup>th</sup>!

Teachers – Thank you for your response to the Sign Up Genius! Please complete all sign ups by 3/25 so we can fill remaining spots with parent volunteers. Please include Bingo, 4/8 5:45-8:30 pm on your classroom calendars, updates and newsletters and remind students that pre-sale orders are due this Friday 3/25! If flyers are still in their folders or mailboxes, please ask students to give them to their parents. The Bingo flyer and Sign up genius link were emailed out by Sarah 3/20, if needed! Other reminders to families – One Call Tuesday, see Facebook posts on PTO and Elementary pages! Advice on how to reach families otherwise?

Parents - There will be a short Bingo committee meeting following, parents please plan to stay. Pre-sale orders for meal deals are due to the office by 3/25. Extra flyers with order forms are in the office or can be printed from the FM PTO Facebook page or FM Elementary Facebook page.

50/50 Raffle Fundraiser: Flyers have been placed in your mailboxes in the workroom. Only one flyer per family will need to go home. Please try to send this home with students tomorrow, Tuesday, March 22nd. We will start advertising on FB this week. There are no prizes for top selling students or participation. All are welcome to participate in the raffle.

Anyone can win! (Excludes the PTO board). Winner will be announced at Bingo, and you do not need to be present to win.

PTO Renz Scholarship: ZERO applications have been returned, please pass along the information to students you know that are Seniors. Applications are due April 8th. Interviews are set to take place on April 25th. Scholarships will be awarded at the Senior Breakfast on May 27th. Scholarship is \$1000 for top applicant selected!

School Supply Kits: Scissors and pencil pouches are not allowed to be "add on" items. A link has been shared with teachers in your email to make changes. Has everyone accessed their lists? Are we ready to approve? Kits will be mailed directly to students 1-2 weeks prior to the start of school. These need to be done this week. Jen is confirming grades approved.

Back to School Night: Thoughts on the PTO setting up a little "shop" of school items during the Open House? Pencil bags, fun erasers, bookmarks, etc. Discuss at planning meeting.

**2022-2023 Planning meeting: Monday April 25th @7:00pm – cafetorium prior to board meeting (Mrs. Linder one-call in the week prior), zoom info will be sent to volunteer email list and teacher email list ahead of meeting**

Teachers – anything you would like to see us improve on for next year? Is there anything else we can be doing for you? Anything you would like to see us provide for students? Think about it and email to Jen!

**PTO meeting dates for rest of school year:**

**April 25 – 7pm in Cafetorium (note: this is a time and room change) and Zoom**

**May 16 – 3:30pm Room 116 and Zoom**

FOR ZOOM: Reach out to PTO board member or send a note into school (to PTO mailbox) to have your email address added to list for link/call in number for each meeting

**Approve Treasurer's Report:** Approved

**Encourage friends and family to link their accounts to FM PTO - Kroger Community Rewards, Amazon Smile, Market Day**

**Teacher Gift Card Drawing:** Mrs. Hackworth

**Motion to Adjourn:** Adjourned

Franklin Monroe P.T.O.  
Treasurer's Report  
February 28, 2022 - March 21, 2022

<u>Date</u>	<u>Starting Balance</u>	<u>\$ Amount</u>	
			\$8,393.79
<b><u>Receipts</u></b>			
2/28/22 February Interest Earned		\$0.33	
3/3/22 Deposit - Amazon Smile Donation		\$123.08	
3/5/22 Deposit - Memorial Donation		\$30.00	
3/5/22 Deposit - Picnic's Pizza March Fundraiser		\$205.00	
3/16/22 Deposit - Kroger Community Rewards		\$261.50	
	<b><u>Total Receipts</u></b>		<b>\$619.91</b>
<b><u>Expenditures</u></b>			
	<b><u>Total Expenditures</u></b>		<b>\$0.00</b>
	<b><u>Ending Balance</u></b>		<b>\$9,013.70</b>

**Bingo committee meeting:**

Chelsea Myers (co-chair), Sarah Ruffing (co-chair), Angie Norris, Jennifer Davenport, Ally Brinkmann, Laci Sando, Cassie Bixler, Ashley Seibel, Sandi Baker, Jamie Johnson, Lauren Bruggeman, Kelly Fourman, Jessica Bosserman

At meeting 3/21/22 – Chelsea Myers (co-chair), Sarah Ruffing (co-chair), Angie Norris, Jennifer Davenport, Ally Brinkmann, Ashley Seibel, Sandi Baker, Jamie Johnson, parent Elizabeth Wolford

**Agenda/notes:**

Jobs updates - xls updated to send to committee, see sign up genius for before/after volunteering

FB posts between now and 4/8 – 3/25 pre-sale deadline reminder, event reminder, silent auction items (pictures), baskets (pictures)

Goal for publicity – 3/25 pre-sales – drive with One-Call 3/22, PTO Facebook, Elementary Facebook – agreed One Call is best way to reach parents

End of night clarity – see times below

Bingo stations basis sign up genius open spots – any preferences? Sign up sheet passed around, discuss after teachers complete sign ups 3/25, having so many of us should allow for checking in on families throughout the night

Schedule one last zoom to ensure everything ready – looking at 7pm 3/28, 3/29, 3/31, or 4/5 – Sarah to text committee for availability

Items were taken to Ally for baskets

**Franklin Monroe Elementary Bingo Night schedule**

April 7 (Thursday)

9-9:30 am Drinks to coolers – from PTO closet/vehicles to coolers

April 8 (Friday)

9-11 am Bake sale prep (cutting, packaging, pricing) – meet in office, items from office/PTO closet, work in concessions

4-5:30 pm Bingo set up (set up bake sale, silent auction, baskets, prizes, decorations, signs, concessions) – meet in cafeteria, items from PTO closet

5:45 Open doors and start serving food

6:30 Bingo starts

8:00 Silent auction ends

8:00 50:50 Raffle ends, winner selected

8:00 – 8:30 50:50 Raffle and Silent Auction winners announced between Bingo games

8:30 Bingo ends

8:30 Auction (extra pizzas, baskets, etc.)

8:30-9:30 Clean up, return items to PTO closet