

FRANKLIN MONROE ELEMENTARY PTO MEETING MINUTES

September 20, 2021

Attendees:

Angie Norris, Jen Davenport, Chelsea Myers, Sarah Ruffing, Michelle Glick, Ashley Seibel, Sandra Baker, Mark Smith

Tonnya Helfrich, Ruth Ragsdale, Malinda Quinn, Megan Linder, Mandy Davis, Erin Riffell, Mallory Gray, Amanda Wackler, Beth Heim, Brittany Hangen, Sara Fox, Kim Hackworth, Shannon Ressler, Mindy Trick, Teresa Hartzell

Mrs. Linder – Principal's Report:

PTO introductions, 2021-2022 PTO Board:

Jen Davenport – President

Chelsea Myers – Vice-President

Angie Norris – Treasurer

Sarah Ruffing – Secretary

New/Revised Teacher Requests:

Mrs. Trick – Word Study & Phonics and Next Step Forward in Reading Intervention – \$59 – Approved (Sandi, Ashley)

Mrs. Ressler – Digital and print curriculum for library – \$300 – Approved (Jen, Angie)

Mrs. Ragsdale – Scholastic Books – \$300 – Approved (Angie, Ashley)

Mrs. Ragsdale, Mrs. Gray – Magnets for phonics dance – \$50 – Approved (Chelsea, Sandi)

Mrs. Gray – Intro to reading cards and bundle – \$140 – Approved (Sandi, Ashley)

All requests were approved!

Past Business:

***Staff Luncheon:** Allie Oswald, Angie Norris, Jen Davenport – We ordered Chik-Fil-A sandwiches, Beanz Bakery cookies, bags of chips and water. Teachers liked!

***Scholarships:** Allie Oswald and Jen Davenport presented 3 scholarships: \$1000 – Nathaniel Davis, \$500 – Ethan Fee, \$500 – Raleigh Vance

***Open House:** We did pre-packaged cookies this year. Passed out 230 packages and 120 waters.

***School Supply Kits:** We sold 60 kits, with a profit of \$280.

- Item list issues
 - Some items not right – need to be more specific for next year – some grades' items were not right brand or wrong color, misspelled name on 1 set of labels
 - How to correct
 - Teachers to specify and PTO to specify to supplier next year
 - Jen to send email to ask those that participated this year for errors and communicate to supplier
- Do we want a donation kit for each classroom? We had a few kits donated this year. Think about sharing profit back with teachers by buying kits each year.
- Parents interested in getting kits for middle/high school grades. – PTO to ask supplier
- Make items optional that may be reused from last year (scissors, etc.) – PTO to ask supplier
- Delivered to the school again or delivered to each household?
 - Pick up/ship home and label ahead of school starting would be better (fell on teachers in some cases)
 - For next year, investigate:
 - Option to send to home and cost
 - Option to pick up at school ahead of Open House
 - If do at Open House – hand out in large room like cafetorium for labeling

New Business:

***Athletic Boosters Fall Carnival:**

- October 15th 6:00pm-9:00pm
- PTO fundraising at event:
 - Bounce house (cost would be \$150) – Want to cover cost and then PTO and Boosters would potentially split the profit.
 - Jen Davenport working with Bounce House supplier (ACE hardware)
 - How do we charge for this? Jen to work with Boosters on ways to charge – wristband, etc. Best to not have it as a separate charge with kids going from activity to activity at carnival.
 - Volunteers needed: 6-9 (20-30 minutes shifts)
 - Family Photos
 - Sarah Ruffing is working with Tim Clopp. 4x6 copies will be provided the day of the event along with access on his website to print more.
 - Tim would charge \$12, \$8 for Tim, then \$2 would go to PTO and \$2 would go to Boosters.
 - Timing would be 5:00pm-8:00pm due to lighting.
 - Need back-drop – Sarah to get ideas from Tim, see if he has backdrop options.
 - Sarah, Chelsea to tag team booth management
 - Volunteers needed: 6 (30 minute shifts)

***Fall Fundraiser:** Our fundraiser this year will be Winan's Coffee & Chocolates. The fundraiser will run from October 13-27. Delivery will be around mid-November. Great Christmas gifts!

***Boonshoft Stem to You Program:**

- October 6th
- Laci Sando coordinating
- Volunteers needed: minimum of 10
- This replaces the COSI program; COSI is still not doing in school events.

***Santa Shop:**

- December 1st & 2nd
- Elementary to host cookies with Santa on Thursday Dec. 2nd in the evening, still with book hand out and Santa and perhaps crafts
- PTO volunteers buy items, then kids shop and wrap

***Movie Night:** We will be hosting a family movie night in late winter/early spring. Date to come. Movie and snacks.

***Get to Know Your Teacher:** Teachers, flyers will be put in your mailbox for you to fill out. Please return to the PTO mailbox by the end of the week.

***Teacher & Staff Gift:** September's gift was a pack of notecards. Let's start this school year off "write"!

***Approve Treasurer Report:**

- **Amazon Smile/ Kroger Community Rewards:** Over the last year we earned \$1020 from Kroger Community Rewards, \$155 from Amazon Smile and \$23 from Market Day.
- **Encourage friends and family to link their accounts to FM PTO as well!**
- Treasurers' report approved – Mrs. Helfrich, Mrs. Fox.

***PTO Meeting Dates & Times for 2021-22 school year:**

- Ideas for more involvement and better communication with parents
 - Do we want to record our meetings and post to Facebook for others who can't be at the meeting?
 - Do we want to host a volunteer meeting in the evenings a few times a year?

Come join us at FM Elementary PTO meetings!

3rd Monday of the month except where a holiday falls

3:30 pm - FM Elementary Room 116

2021-2022 meeting dates:

September 20

October 18

November 15

January 24

February 28

March 21

April 18

May 16



*Teacher Gift Card Drawing: Mrs. Ressler won!

*Motion to Adjourn: Adjourned

**Franklin Monroe P.T.O.
Treasurer's Report
July 1, 2021 - September 20, 2021**

<u>Date</u>		<u>Starting Balance</u>	<u>\$ Amount</u>	\$6,479.25
<u>Receipts</u>				
7/31/21	July Interest Earned		\$0.28	
8/16/21	Deposit - Amazon Smile Donation		\$81.17	
8/31/21	August Interest Earned		\$0.27	
9/13/21	Deposit - School Supply Kit Fundraiser Profit		\$280.00	
9/13/21	Deposit - Kroger Community Rewards		\$249.77	
9/13/21	Deposit - Cashed Out Renz Scholarship CD		\$1,028.57	
		<u>Total Receipts</u>		\$1,640.06
<u>Expenditures</u>				
8/9/21	Bowman & Associates - 2021 Audit and Tax Return		\$375.00	
8/26/21	Annie Filbrun - Open House Supplies		\$163.18	
		<u>Total Expenditures</u>		\$538.18
		<u>Ending Balance</u>		\$7,581.13