

JES PTO Meeting Minutes from August 23, 2022

6:30 Meeting began with introductions in the JES library. Attending were Kate Zink, Chelsea Brewer, Chelsea Siebert, Kasie Krodel, Mitsa Greene, Katie Spond, Amber Warden, Brenda Schnell, Tiffany Estabrook, Meghan Buchta, Ashley Mundy, Meredith Vogerel, Sarah Boehman, Traci Senninger, Whitney Edmister, Kent Taylor, Kristin Braun

Handouts: [Meeting Agenda](#), [Calendar of Events](#), [Committee descriptions](#)

Volunteers

- Quarterly Volunteers: Since the PTO does not have a president or vice president for this year it is recommended by the current executive team to fill in the gaps by providing quarterly leaders. *We are seeking 4 volunteers to take a quarter and be in charge of all activities that fall under that quarter (see calendar of events).* These leaders will also be the main communicators between the school, the exec team and the PTO. They will work with each committee to oversee each event/PTO related activity and make sure everything is getting done.
- Executive Team - Still accepting volunteers/nominations for Incoming Vice President, Incoming President
- Committees - Seeking volunteers to serve on the following committees: Fundraising, Marketing, Teacher Appreciation
 - See [Committee Description](#) document or ask Kristin Braun for more info on each committee
 - Here is a link to sign up: [Sign Up Genius](#)

Communication

- JES is now using Smore to communicate with families. This is an electronic newsletter that is scheduled to go out every Monday. The PTO will have a section in each letter to post events and reminders.

Fundraising/ Treasurer's report

- We have spend \$20,000 this year so far. These expenses include: Leader in Me program, PTO expenses, school supplies.
- We've had \$3620 come in from annual dues. This is an increase from last year. Recommend to have the dues letter and attached envelopes on the students' desks at Meet the Teacher night again next year.
- Papa Johns Promotion - use code Jasper30 when ordering via app or online and you'll receive 30% off and a portion will go to JES. Need to promote this code on the Smore newsletter and on FB.
- Field Trips - PTO is paying for 2 field trips per grade this year. We will pay for a bus driver and fuel costs. Any admission fee will need to be paid for by the student.

- Club Fee - PTO will not provide money for extracurricular/after school clubs this year. We suggest each club initiate a “club fee” for their members to help offset the cost of snacks, materials, etc.
- Paragon - We will be hosting the paragon sale again this year. This is a big money maker for us and a very easy fundraiser. We have been working with the same rep (Martha) for many years and have a good relationship with this company. Selling period will begin on 9/13 and go until 9/27.
- School Supplies - from Crystal Arvin “PTO was able to purchase all teacher requests, enough for the whole year. There’s a small inventory of extra items in the closet if needed. Previous years PTO has recommended teachers reach out to parents if more supplies are needed towards the end of year. I plan on meeting with teachers before spring break to start the list for the following year and will keep everyone posted on that.”
- Apparel Sale - We have JES water bottles and pencils ready to sell in the PTO closet. Working on an order form that will include apparel as well. Offer online ordering vs. paper forms. All Star Sports will be our apparel supplier going forward.
- Raise Right (SCRIP) - program is ongoing. There has been an informational flier on the Smore newsletter. Recommended to put a link on the school’s website to further promote.

Principal’s Report

- New expansion should be completed by December
- Pre K and K playground equipment is in production but delayed
- JES will be utilizing Rocket Math for all students this year in lieu of flashcards. An app can be downloaded and used at home. Parents should cheer on their students!
- JES is in dire need of *quality* part time staff and substitute teachers. Think about trying to help recruit good, quality people who might be a good fit to work with our children.

Next meeting is scheduled for **November 2nd at 6:30 PM** in the JES library.