



**Wheatland Elementary Parent Teacher Organization, Inc.  
PTO General Meeting Minutes  
November 14, 2017**

Traci Swindler, PTO President, called the meeting to order at 7:02 p.m. at the Wheatland Elementary School library. Present were Kelly Edgar, Bree Greer, Carolyn Matthews, Janna McConnaughay, Cara Payne, Carolyn Ruggles, Traci Swindler, Theresa Walker, and Megan Wiedenmann.

**Welcome: Traci Swindler**

Ms. Swindler welcomed the group. A motion was made and seconded to approve the minutes of the September 19, 2017, General PTO Meeting. The motion was approved by voice vote without objection.

**Principal's Report: Traci Swindler for Elton Armbrister**

Construction will begin after Thanksgiving on the exterior portions of the new classrooms and expanded cafeteria. No inside work will be done while the students are in school. Portions of the playground will be fenced off to keep students away from the work. The west parking lot will be closed. Parents coming to school for parties need to allow extra time for parking.

**Treasurer's Report: Cara Payne**

Ms. Payne presented the Treasurer's Report. The annual independent audit of the organization is complete. The auditor's only recommendation was to make sure to have separate reimbursement forms for each check and deposit.

The Book Fair and Music Program Videos income goes directly to the library and the music department, respectfully. The Warrior Dash brought in \$27,155. The expense reimbursement requests are not all in yet, but the net income will be about \$24,000. The PTO has given Wheatland the \$5,000 Target grant and an additional \$20,000 for approved allocations purchases.

## **Completed Event Updates**

### **Greater Andover Days Parade: Traci Swindler for Laura Travis**

It was another year of a good turnout of Wheatland families at the Greater Andover Days Parade.

### **Warrior Dash: Traci Swindler and Janna McConnaughay**

It was a record year for fundraising and the day of the Warrior Dash went well. The three classes with the highest percentage participation in fundraising have had their pizza parties. All prizes have been distributed. Out of 453 students, 308 participated in fundraising.

### **Book Fair: Traci Swindler for Amy Voegeli**

It was a record year for book fair sales. Thanks to all the parents who volunteered to help during the book fair.

### **Imagine That Toys: Traci Swindler**

Imagine That Toys Give Back Week was October 21-28. We do not know yet how much money we will receive.

### **Wheatland Night at McAlister's Deli: Traci Swindler for Kara Hegg**

Wheatland Night at McAlister's Deli was November 7. The PTO received about \$300 from it (10% of sales from 5:00 p.m.-Close).

### **Wheatland Night at Carousel Center: Bree Greer**

About 90 people attended Wheatland Night at Carousel Skate Center on October 24. The PTO received about \$160 from it. The competition with the class having the highest attendance getting a pizza party that night was a good idea. The next Wheatland Night at Carousel Skate Center is Thursday, April 19.

### **Scrip Gift Cards: Traci Swindler for Melissa Schumacher**

Scrip gift card order forms were sent home in students' backpacks. Orders and payment are due Tuesday, November 21. Cards will be delivered Friday, December 1.

**Staff Celebrations: Traci Swindler for Rachel James**

The PTO has monthly birthday celebrations for staff members. Like last year, the PTO is giving \$10 Dillons gift cards to non-teaching staff with thankful notes from kids; these will be distributed the Monday before Thanksgiving.

**Spirit Wear: Traci Swindler for Jena Chacko**

The online store is open for spirit wear orders until November 27 and includes cold weather gear and Wheatland stocking caps. If you want to order a gift, mark the box for “This is a gift-distribute to parents only”. Otherwise, purchases will be sent home with students.

**New Business**

Ms. Wiedenmann reported that the September Box Tops competition went well, with many people turning in Box Tops for the first time. We will have a similar competition in the spring. Box Tops turned in before then will count toward the competition, so continue to send them in.

There being no further business, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

*/s Carolyn L. Matthews*

Carolyn Matthews, Secretary