

JMS PTO Board Meeting 6/16/20
Bataan Park, 7pm

Attending: Gretchen Mueller-Reuben, Maggie Cyphery, Elvira Lopez, Claire Bettler

Official designation of PTO Board positions for school year 8/20-5/21:

President - Gretchen Mueller-Reuben

Vice President - Claire Bettler

Treasurer - Maggie Cyphery

Secretary - Elvira Lopez

Discussion about frequency of PTO meetings for upcoming school year

- proposal made to have open meetings for anyone interested (either virtual or in-person, depending on restrictions at the time of meeting) quarterly (ie. 4 x per school year) versus event-oriented (ie. Prior to specific PTO activities/events). Board meetings will be held more frequently, perhaps every other month or even monthly if needed. Proposal made to have more meetings at the beginning of the school year than later on, both to plan PTO events for the year and to encourage/recruit community involvement in PTO

Treasurer's Report: current balance is \$600 in PTO account. PTO contributed \$500 worth of gift cards to Family Liason, which was distributed to families/students in need during pandemic. Discussion about standing/annual payment of insurance (generally about \$300, although unclear as to whether that will change if school year is a blend of in-person & online classes; the president will look into this). No other annual payments or fees. Historically, PTO funds have been used to support staff/administration through providing school supplies, specific equipment/tools to allow new elective offerings, and contributions to Family Liason to support students in need.

Ideas for upcoming year:

- Continue to maintain PTO facebook page as a means of providing updates/information to the school community. The president agrees to monitor this. Discussion also about whether or not PTO might want to expand to other social media platforms (ie. Twitter, Instagram), especially if school is partly online next year. Idea would be to try to engage a broader percentage of community members/families. It will still be essential to continue to use email & robocalls as a means of communicating PTO activities, as this is still how most families stay up to date on school events.
- Continue to spread the word about Smiths Community Rewards program & Amazon Smiles; both of these programs contribute a certain percentage (0.5%) of total sales to a charity of the shopper's choice, assuming the shopper is registered with the program prior to making a purchase. Both are easy to sign up with and can be a way for PTO to fundraise relatively easily. Board members agree that clear instructions about how to sign up for both should be written up & available at registration in the fall, as well as on the facebook page & in an email from the administration.
- Discussion about effectiveness of directly asking the school community for donations for specific needs or projects. In the past, this has proven to be an effective & convenient way to raise money. It works best if people understand exactly what their contributions are going towards, and if there's a variety of ways to contribute (ie. Paypal/online, checks, cash, etc). All of these methods are currently available/set up as ways for PTO to accept contributions.
- Registration (again, depending how it looks based on COVID restrictions & return to school): Board members feel that PTO should have a presence during registration, inviting community to become involved with PTO, "be flashy & enthusiastic." Suggestions made to distribute small treats (ex. Lollipops, etc) in school colors with PTO info, Smiths/Amazon program info, & specific requests for school supplies/needs.

- Treasurer will need to be added to Nusenda bank account # 42287013; this requires all Board members listed on the account going in person & requesting the change; currently, Gretchen & Claire are on the account. Gretchen will remain on the account. Will need to bring ID (each person) and a written printout of meeting minutes stating who the current Board members are. Would also be helpful to request a debit card as well, to facilitate spending in preparation for PTO events (rather than just paper checks).
- Ideas for other PTO events to consider (pending COVID restrictions):
 - Welcome teacher/staff brunch/meal each semester
 - Love Your School Month (Feb)
 - Campus cleanups (at least 2/yr)
 - End of Year Meal/Thank you for staff
 - Science Fair/Extravaganza
 - Snack sales after school (weekly vs q 2 wks)
 - Ice Cream Social/welcome back to school event
 - Snack/drinks/JMS swag sales at sporting events, Back to School night, etc

Next meeting will be prior to start of school, once plans are clear for what school year will look like/restrictions/etc. The president will contact Board members to plan date for this meeting.

Meeting adjourned at 8:25pm