

FRANKLIN MONROE ELEMENTARY PTO MEETING MINUTES

August 6, 2023

Attendees: Jen Davenport, Sarah Ruffing, Chelsea Myers, Sabrina Vaughn

2022-2023 PTO Board:

Jen Davenport – President

Chelsea Myers – Vice-President

Sabrina Vaughn – Treasurer

Sarah Ruffing – Secretary

Open House:

- 8/28 5-6pm (set up 4:30-5)
- No haircuts unless Skyler and friends do (Jody Bauman – not us)
- Pittsburg fire station – hotdog dinner
- Kona ice – PTO (we have a \$300 budget) – trying to get \$1/kiddie cup so we have potential for 300 (more than enough for all kids) (Jen contacting Kona Ice)
- Cornhole – PTO (we can get out 4:30-5)
- Booth for volunteer sign up – PTO (Jen will bring sign up sheet)
- PTO info sheet (Jen will bring, also bringing to new parent orientation)

Santa Shop:

- 1 full day
 - Wed set up
 - Thurs shop (need more volunteers, a lot to wrap, include HS kids?)
 - Thurs night Cookies with Santa
- Simplify pricing?
- Tables by price? (school has enough tables)
- Need volunteers for next year (Laci stepping away after next year)
- Sabrina may have limited time Nov-Dec

Fundraising:

- Penny Wars
- Santa Shop
- Bingo
- Fun dance/party
- Gift card fundraising (Michelle Glick idea)
- Fun Run – Megan asked us to not do – a teacher is doing a run

Teacher Gifts:

Sept/Oct - Sarah

Nov/Dec - Jen

Jan/Feb - Sabrina

March/April - Chelsea

PTO Officers/ Event Chairs:

Need to fill event chairs: Open House, Monthly Fundraisers, Boonshoft Science Day, Staff Luncheon, Teacher Appreciation Week.

Newsletter – Jen will do, likely move to quarterly, ahead of big events

PTO Meeting Dates for 2023/2024:

First meeting – 9/18, 4:00pm in FM Elementary library

Ongoing meetings: Third Mondays except where holidays may fall.

PTO Calendar of Events '23-'24 – Tentative – PTO to confirm with Mrs. Linder:

August 28? – Open House
August 29 – First Day of School
September 18 – “Get to know your teacher” flyers due back to PTO
October 4 – Boonshoft Science Day
October date TBD - Fall Fundraiser – Penny Wars
November 1-30 – Toy Drive
December 1 – Toy Drive delivery
December 6 & 7 – Santa Shop
January 14 – Skating Party (January 21 backup date)
February 1 – PTO Scholarship applications distributed
March 22 – BINGO
March 22 – PTO Scholarship applications due
April TBD – PTO Scholarship Interviews (to be awarded at the senior breakfast)
May 6-10 – Teacher Appreciation Week
May 24? – Field Day
June 4? – Teacher Luncheon

PTO Officers & Event Chairs 23'-24':

President – Jennifer Davenport

Vice President – Chelsea Myers

Secretary – Sarah Ruffing

Treasurer – Sabrina Vaughn

Beautification – Jamie Johnson

Volunteer Coordinator – Sarah Ruffing

Open House (plan, coordinate with school) –

Monthly Fundraisers (Kona Ice, Picnics, etc.) –

Boonshoft Museum in Motion –

Santa Shop – Jennifer Davenport, Laci Sando, & Cherri Riffell

Skating Party – Jessica Fox

Bingo – Sarah Ruffing & Chelsea Myers

Teacher Appreciation – Casey Stout &

Staff Luncheon (day after last day of school) –

Student/Staff T-shirts – Casey Stout

Newsletter (quarterly) – Jennifer Davenport