

ROYAL PRIDE PTO MEETING MINUTES

FRIDAY, August 23, 2024

ATTENDEES:

Charron Wright
Becky Gerig
Rachel Anderson
Mr. Simmons
Abby Howe
Mindy Bryan
Rachael Barry
Jennifer Low
Mindy Bryan
Beth Anderson
Tamara Bove
Jen White

The meeting was called to order at 9:08 AM

Approved meeting minutes: Mindy motioned to approve and Charron seconded.

TREASURER'S REPORT:

Rachel Anderson and Charron Wright-

Purchased Royals stickers for \$1,433.89 (Sticker Mule 6,500 stickers + sample packs), out of 2023-2024 budget, used for gifts and giveaways at Registration.

Paid \$1,000 for Library - gift from the 2023-2024 budget. Paid \$823.98 + new invoice of \$164.89 (total expense = \$988.87) to Follett and Amazon for new books.

Paid \$5,000 for new Band instruments from 2023-2024 budget.

Received Kroger Community Rewards check for \$764.33 for Q2.

The district paid for the CCA water filling station (~\$2,200) so Royal Pride does not need to pay for this now.

Received \$550 in donations from CheddarUp. We will keep the donation info in the Weekly Roar and will post donation info on Facebook too.

Reviewed changes to 2024-2025 Budget. Increased Concessions Expenses from \$87,500 to \$100,000. Increased Concessions Payouts from \$35,000 to \$45,000 (new payout amounts, see

Concessions Letter). Increased Concessions Salary from \$20,000 to \$22,000 since we typically pay Meghan Barry \$2,000 for helping in concessions. Increased our budgeted Concessions Income from \$175,000 to \$200,000. Increased Office Expenses from \$600 to \$2,500 (big increase due to sticker order - stickers now purchased annually to give away at Student Registration and other gifts/incentives). Increased Requisitions from \$15,000 to \$20,000. Increased SAT Support from \$1,500 to \$2,000 (covers snacks for all standardized testing - SAT, PSAT, WIDA, etc.). Increased Tax Prep from \$400 to \$425. Increased Volunteer Appreciation from \$200 to \$300. Added a line item for Student Planners for \$2,200 (given to incoming Freshmen). See budget for all line items including Beautification. Class Donations, Course Books, Gifts to HSE School, Graduation Dinner (staff), Hospitality, HSE Foundation, Media Center books/literature, New Teacher Orientation, Office Expenses, Requisitions, Royal Rumble, SAT Support, Senior Signing Day, Staff Appreciation, Staff Development, Tax Preparation, and Volunteer Appreciation.

Charron motioned to approve 2024-2025 budget and Beth Anderson seconded.

Current accounts:

Checking \$13,332.09

Savings \$71,789.75

PRINCIPAL'S REPORT:

Mr. Simmons-

Thanked Royal Pride for paying for some of the PLC project speaker from Solution Tree. She was very good, and the staff had great feedback about this.

He went to a principal's conference in Nashville this summer. He is going to focus on sharing his vision and mission with his staff, students, and parents. He had his leadership team participate in an exercise for focusing on pride, the athletic directors shared this program with their staff, and then the leadership shared with the entire staff. The vision is for all students to feel seen and known, staff feels supported, and families feel connected.

This year, there have been several FHS students that are enrolling at HSEHS. We had approximately 3400 enrolled at end of the school year 2024 and now there are approximately 3530 at the beginning of the 2024-25 school year. FHS is now only around 50 more students than HSEHS which is not typical. He feels there are various reasons for the increased enrollment.

He has encouraged the teachers to use Pathways in order to get to know students, so students feel seen and known. He is planning on constantly reminding staff of this vision.

Day of Service/Choice Day-

The idea was born out of a student leadership retreat at FHS. Apparently, it was never planned for HSEHS to participate in the Day of Service. HSEHS will need to come up with something different, including ideas for doing a day of service on a different day, but the calendar may cause a problem with this. HSE and FHS share students and staff so they need to stay on the same calendar. Day of Service is on HSEHS calendar. Considering ideas to do something on the same day, but it will look different than what FHS is doing. Becky Gerig mentioned the negative feedback from HSEHS parents who see FHS out in the community volunteering and HSEHS not being able to do this. Becky Gerig asked who she should contact about these discrepancies.

Rachael Barry mentioned that The Current only shared FHS events and details. Other parents mentioned their concerns about seeing more FHS marketing than HSEHS.

David Young, HSE Communications and Media Dept. Chair, is planning on a re-branding campaign and is using HSEHS students for this project. Re-branding letter heads, signature lines, etc and every staff will use the same ones. The focus is on Instagram, but will include Facebook pages too. Ball State has offered David Young a contract to do work for them too.

Mr. Simmons will now be working to capture images/videos of all the amazing work HSEHS students and staff are doing. Karen Bush will then post on social media to promote this. Social media will be HSEHS and not the HSE Principal's page.

A Versiti blood drive (Mudsock event) will occur 9/10 and HSEHS has challenged FHS to promote and increase participation. Planning for staff, students ages 16 and up, and parents to participate.

Paige Vinson will be the point of contact for Beautification.

HSE is no longer partnering with Ford NGL, but the work is still moving forward. Journey of a Student will continue. We will still have networks for students and now have more flexibility with how the students move through those networks. 66% of students on average finish college within 4 years. 87% of students graduated college in 6 years. These numbers tell us that some students are changing their majors while in college. The networks will help students become more aware of career ideas and help them figure out what they like and what they don't like before getting to college or careers.

Fewer parents attended the open house this year. Mr. Simmons asked for feedback. Becky recommended going back to virtual open house so parents can read teacher's bio and a short video so parents can watch at any time in case there are conflicts for the night of the open house. Abbey Howe recommended a new, expanded map for parents.

Quill.org is a way to expand reading/writing across the curriculum, for teachers to use. Mr. Simmons is considering purchasing this program so every department can use it. Costs \$1800. Asking Royal Pride PTO to help fund this. He has asked Amy Shipley to submit a requisition for half and he will use his budget for the rest.

Abby Howe asking about Royal Pride PTO participating in the course fair. May consider this for the future.

REQUISITIONS:

Discussed helping with payment of Quill.org program. Charron motioned to approve the requisition when it is submitted to pay \$900 for splitting the cost. Beth Anderson seconded. Unanimous vote.

CONCESSIONS:

Rachael Barry-

Rachael bought two new carts because we lost one and one broke after Senior Signing Day use. Will add Royal Pride PTO stickers.

Facilities ordered a new ice machine for the volleyball stand. The volleyball stand is now under construction. Facilities is adding new air conditioning in old football stand so it is also under construction. Rachael also just found a new ice machine in the soccer stand, but now they will put this in one of the storage rooms where there is a drain for the trainers to use. There isn't enough room in the soccer stand for the new ice machine. Amy Reade has allowed Rachael to use the cafeteria now for storage of concessions items, as needed (for instance pretzels). Sold out of all items at all events so far.

Sept 14th girls soccer game. Asking if Charron will open. Charron will let Rachael know.

Charron-

Discussed the Concessions letter that was sent to the coaches. See letter attached.

Joe Golden asked if Royal Pride PTO would open a concession stand for the Liger Mile. Rachael considering opening the soccer stand for this. Will continue discussions. Rachael mentioned Courtney Lawhead could run this concession stand and may want to fund Unified Sports (flag football).

Boys and Girls Mudsock Basketball will be held at the new Fishers Event Center this year. This will be an income loss for Royal Pride PTO concessions. Athletics is getting the ticket fees. Charron asked Rachael to get numbers we made at concessions in mudsock games in the past so she can let Mr. Mapes know the financial loss.

STAFF APPRECIATION:

Becky Gerig-

The staff breakfast was served on August 5, 2024. The main cafeteria was decorated with the theme "Club Royal" with linen tablecloths, balloons, VIP bracelets, and "red" (BLUE) carpet. The staff appreciation committee served the Bob Evans "Best in Class Breakfast" for 140 people costing \$1763.88 with a 10% discount. We tipped \$150. The coffee cost \$22 from Royal Pride PTO concessions, which is the best price by far compared to restaurants and Amy Reade catering. Water and orange juice were provided that cost \$50, but was donated and creamer was \$10, but was donated. There were many more staff than 140 in attendance with IAs included. We had plenty of food left over, but only had enough tableware for 150 and had to use some plates from the cafeteria and extra forks the committee brought. Notes for next year include needing more coffee if more than 140 staff are expected, reducing the amount of food ordered (see SA committee chair notes as needed) and ask the school to communicate changes in the future such as decorations Royal Pride may not need as well as how many staff are expected.

Plan for continuing Lucky Duck gift cards each Friday.

BEAUTIFICATION:

Charron Wright-

Spent \$100 on geraniums/plants for 2 pots by athletics, one pot in front, and 2 by CCA. Considering pumpkins and gourds for fall pots.

Logan Wright was paid by the district and cleared out mulch beds to add just grass in order to reduce need for maintenance. Right before school someone mulched the beds again. Mr. Rapp is aware and will take care of it.

MISC:

Discussion over gift cards for SAGE awards for staff request.

NEW BUSINESS:

Next meeting September 20th

Meetings for the year:

Oct 25, 2024

Nov 22, 2024

Dec 13, 2024

Jan 17, 2025

Feb 21, 2025

March 21, 2025

April 18, 2025

May 16, 2025.

Meeting adjourned at 11:08 AM.



HSE Royal Pride PTO Concessions

Head Coaches, Athletic Booster Clubs, Band, and HSE Clubs/Teams/Programs,

The HSE High School Royal Pride PTO would like to thank all the athletic booster clubs, parent organizations, clubs, teams and programs for a very successful 2023-2024 school year. Royal Pride PTO profited \$67,000 in concession sales and was able to make payouts of over \$33,000 to various athletic booster clubs, teams and programs at HSE who volunteered their time. We could not have done this without the cooperation of Head Coaches and the help of hundreds of parent volunteers that donated their time to work the concession stands this past year.

For the 2024-2025 school year, we are happy to report that we have increased our payout schedule and each sport/athletic booster club will have the opportunity to earn

up to **\$2,500** for working concessions during your sports' season. Other HSE groups can earn money (see payout schedule below) by working concessions for home Varsity Football games or during special events held at HSE. Royal Pride PTO is hopeful that this payout will help offset fees for each family and/or provide funding for other needs.

Concessions will be run in the same manner as last year. Each sport will be given the opportunity to staff and run the concession stand at their home events, in exchange for the payout noted in the attached payout schedule. The maximum payout that any one booster club can receive per season is \$2,500. If the number of home events for a sport does not yield a \$2,500 payout, then the booster club can sign up to work additional events to earn the balance.

Important concessions program policies are as follows:

- **Concessions is the ONLY fundraiser for Royal Pride PTO. Royal Pride PTO works to support all of the students, staff, and programs at HSE.**
- **All coaches, staff, referees, and volunteers should purchase food and drink that they wish to consume.**
- **ADULTS must work in the concession stands. High school aged students and younger are not allowed to work in the concession stands.**
- **Athletic booster club volunteers are expected to staff the concession stand for the entirety of their sports' season and must work the prescribed number of games to receive the corresponding payout. If games are cancelled due to weather or if volunteers are a no show, payouts will be affected. Booster clubs will receive the payout for only the number of games that are actually worked.**
- **With the exception of Varsity Football games and the annual Boys/Girls Varsity Basketball double-header, athletic booster clubs will be asked to work all their home events. Please note that any home events that are farmed out are not counted as games worked when figuring payout amounts for the booster club.**
- **If HSE is selected to host post-season tournament events (Sectionals, Regionals, etc.), it is the athletic booster club's responsibility to work concessions for those games as well.**
- **One volunteer from each team/booster club should be designated as the Concessions Coordinator for his/her team. The Concessions Coordinator will be responsible for scheduling volunteers to run their home game concessions, ensuring volunteers show up, and that they have cleaned the concession stand after each event. Concessions Coordinators will work closely with HSE Royal Pride PTO Concessions Chair, Rachael Barry, throughout the season to make sure expectations are being met.**

➤ Many non-sport clubs/teams/programs within the school rely on working concessions as a way to earn money. If you are interesting in working a home Varsity Football game, the Boys/Girls Varsity Basketball double-header game, or any other special event at HSE, please contact Rachael Barry at rachaelsbarry@gmail.com or 317-409-0098. Games will be awarded on a first come, first served basis.

☐ Note: All 2024 home Varsity Football games have already been claimed.

➤ If you would like to use a concession stand for an event outside of HSE Athletics, please contact Rachael Barry. It will be an expectation that you provide all food, drinks, and paper products that you will need.

Club Payout Schedule

# of Home Games	Payout
1-4 Home Events	\$750
5-10 Home Events	\$1,250
11-15 Home Events	\$2,000
16+ Home Events	\$2,500
Single Varsity Football Game	\$1,500

I am looking forward to working with all the athletic booster clubs and HSE clubs/teams/programs to make the 2024-2025 school year successful and profitable.

Rachael Barry
Royal Pride PTO Concessions Chair
rachaelsbarry@gmail.com
317-409-0098