



## Big Woods PTO Meeting Minutes

**November 18, 2024**

**Principal Report** – Jesse - bus fees have nearly doubled so something to think about with field trip costs.

Conference meals went well and were much appreciated. Would like to adjust the time to ensure everyone has a chance to grab something to eat before the night gets too busy. Received more feedback regarding the possibility of doing a rock wall regarding changing insurance and the need to take the wall down or cover. Would like to avoid having to take things down or not get utilized often.

### **Fundraiser Follow up Discussion**

- Final totals - We came in just under goal. There are still some final adjustments being made and will receive our final total soon.
- Feedback from teachers - Overall great feedback from the teachers, liked the daily videos, would be interested in possibly re-evaluating prizes.
- Feedback from PTO
- Should we sign the contract for next year with dates of 10/1 through 10/10? - voted and approved signing the contract with Booster for next year

### **Treasurer Report** - Teresa

- Budget update - We have exceeded our budgeted amount for fundraiser.
- Income - Knight Armour clothing sales, etc - We received \$1303 from Knight Armour which is higher than we budgeted. 1st day of school supplies came in \$10 higher than budget. Our largest expense to date is conference meals.
- Fund Requests:
  - One Book, One School - need vote for overage - Nicole/Amber motioned to cover the overage for One book, One School - moving \$11.77 from big ticket to cover. All approved.
  - Field Trips
  - Nutcracker Ballet
  - other?
- Taxes - Taxes are due in December. All are ready to go. The fee did go up this year. If anyone knows someone that specializes in non-profit taxes, we'd be open to connecting with them. Tami/Christa motioned to approve \$50 from big ticket to cover the increased filing fee - all approved.

### **Board Report**

**Family Art Night follow up** - Christa - The night went well, the feather display looks great, thanks for the help. Having a staggered start was still helpful to help keep the flow of people and open tables available.

**Fall Conference Meals follow up** - Nicole - Conference meals went well and enjoyed by staff. Next conference we'll look to have food available 12-2pm so teachers have time to grab before their schedules get busy.

**Harvest Party follow up** - Alyssa - Not enough volunteers for 2nd grade initially but had some additional parents show up and ended up with more than we needed. Everything went very well. Some of the activities were switched up and some included prizes.

**Jersey Mike's Fundraising 11/23-11/24** - share, share, share the flier on your social media - We NEED to show the flier or mention the code when ordering. Jersey Mikes does a 50% donation on our mentioned orders.

**Buzz Bingo 11/26** - Shhhh, it's a surprise for the kids. - Bingo will start at 1:30. If you can help out, please be at the school shortly after 1:00 to help set up and manage prize tables.

### **Socks**

- Our sock order arrived so we will need to find some opportunities to sell socks. They make great gifts for Christmas. Maybe during lunches when parents come in? - We set aside the needed amount of socks for student of the month. We want to sell enough pairs to cover the cost of those socks. We'll look at setting up some time to sell during lunch periods to be available to visitors coming in for lunch.

### **Garage Sale 12/6 - Christa**

- Watch for a sign up. We need lots of help the week of Dec. 2-6! - We'll need many volunteers the week of to help with pricing and set up and many volunteers on the actual day of the sale. If you can help with any window of time, please sign up and come in. Any and all help makes the sale a success. We need somewhere we can donate the remaining items once the sale is over. If you have any holiday wrapping paper or gift bags to donate, we'll use them.

### **Staff Holiday Cheer** - Trina

- Putting together a staff lunch and quick game to spread cheer. You may have already seen the flier of items that we need donated in order to be able to do the game. - Looking for donation items to gift the staff. Once a date and time has been set, will communicate so you can come in and help out if available. Most likely will take place 12/20.

**Family Bingo Night 1/31** - Mark your calendars already as we need lots of help to put on this event. - Who do you know that might be able to donate a grand prize item for the final prize? Last year we had about 800 in attendance and we expect that number to increase. We'll get tables and chairs from other buildings again and will look at keeping better organization for faster clean up and to ensure they all get returned to the right buildings.

- We need to find someone willing to be the bingo caller.

**Talent Expo 1/30** - Tami - Projects will be set up in the hallway leading to the music rooms. Will be displayed during conferences.

**Spring Conference Meals 1/30** Does anyone want to take the lead on this and get quotes and meals arranged? - Will switch timing to 12-2 window.

**Future of PTO** - Start thinking about next year and considering different positions you may be interested in as we have a number of members that'll be leaving Big Woods soon.

**2024-25 Meeting dates:**

**Dec 9, Jan 6, Feb 10, Mar 3, Apr 14, May 12**

**Happy Birthday month to: Alex, Anna, Hannah, Linda**

**Open comments/suggestions/questions**

**Next meeting: Dec. 9**

**Adjourn**

Members present: Teresa, Christine, Trina, Emily, Christa, Anna, Rachel, Kathryn, Megan, Alyssa, Jessica, Nicole, Amber, Linda, Tami, Shannon

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This meeting will be held in the Big Woods Media Center.

*Jersey Mike's Fundraising  
11/23-11/24*

*Garage Sale 12/6*

***PTO Meeting 12/9***

*Garage Sale Shopping Day 12/13*

***PTO Meeting 1/6***

*Papa Johns Night 1/7*

*National Popcorn Day 1/19*

*Talent Expo 1/30*

*Spring Conference Meals 1/30*

*Family Bingo Night 1/31*

*Jersey Mike's fundraising 2/8-2/9*

***PTO Meeting 2/10***

***PTO Meeting 3/3***

*Culvers Night 3/19*

*National Pencil Day 3/30*

***PTO Meeting 4/14***

*Culvers Night 4/16*

*Admin. Professionals Day 4/23*

*School Principal day 5/1*

*Staff/Teacher appreciation week  
5/5-5/9*

*Culvers Night 5/7*

***PTO Meeting 5/12***

*Big Woods PTO Bash TBD*