

Kean Elementary PTO Meeting February 4, 2025

A meeting of the Kean Elementary PTO was held at Kean Elementary on February 4, 2025 at 6pm

Attendees: Leah Headley, Kiana Leppla, Elizabeth Choppie, Barbie Arnold, Julie Abbott, Tina Knight

- Treasurer update
 - Confirm with Michelle if we need to file taxes for 2024.
 - \$126 to Magical Theater Company due by Wednesday for 2nd Grade Field trip
- Talent show recap
 - Kids did great!
 - Raised \$434 for 50/50 (winner donated portion back to Kean) and \$60 for concession donations for a total of \$494.
 - Created a Talent show Notes page in google drive file
- Valentines Parties on the 14th
 - Second Reminder sent to classes without signups; may need to fill in with PTO volunteers and still some open volunteer slots
 - Kianna to gather feedback from teachers how they feel the parties are going
- Parent Teacher Conferences are Feb. 24 & 26
 - Tina to send signup genius out soon for food, drink and dessert donations
 - El Camp. catering for Monday the 24th
 - They don't donate the food but will include lots of extra's.
 - It will be about \$300.
 - Michelle moved Mariola dine to donate to Wednesday Feb 26.
 - Each catering pan serves 8-10
 - 4 pans will be about \$300 as well
 - Will earn some of that back with the D2D 15% back
- School Counselor Appreciation Week Feb. 3-7
 - Tina sent a variety of coloring &/or writing activities for students to do throughout the week and put in Mrs. Egli's mailbox as a cute surprise for her each day.
 - Tina sent Mrs. Leppla a script for morning announcements of different statements for each day about how Mrs. Egli helps students at Kean.

- Ordered a tote bag gift with a cute graphic of the emotions from the movie Inside Out with the saying “it's ok to feel all the feels”. And a sweet treat.
- Birthday Books/club 1000/ scholastic update
 - Tina created a birthday book tracker spreadsheet so we can remember when and how many birthday books we order with inventory updates to help us stay on top of them.
 - Julie to reach out to Morgan Thomas about club 1000
 - Last year we spent about \$500 for 100 books for club 1000
 - Tina picked up gently used books and Julie ordered scholastic books so there should be enough birthday books
 - ~\$2,300 for teachers (minus whatever we need to use for club 1000 books) There are 20 teachers/staff that would get scholastic dollars during the spring book fair.
- Right to Read Week
 - Theme is decided- Dr. Seuss Theme! Going to be such a fun one to decorate!
 - Oh, the books you can read or some other clever Seuss spin off title. (“Oh, the Places You’ll Go with a Book in Your Hand!”)
 - Meeting with Ms. Anderson and the Sunshine committee on Feb. 14th to start to plan details
 - Ms. Anderson loved the idea of the book swap
 - Tina will set up a meeting with the decorating committee after feb. 14th meeting.
- Playground update
 - Broede Armstrong, who is a Kean parent, is going to help us with grants!
 - Wayne County Community Foundation - agreed to have them help. They take 1% but also help with letters/tax receipts
 - Leah will help Tina fundraise for the playground.
- Science Night confirmed Tuesday April 29
 - Eric & Matt plan to mix it up and do different demo’s
 - Plan to have the book fair open that night
- Otis Fundraiser Update - Sales Kickoff, Tuesday March 4
 - Flyer goes home 1 week before sale - should have finalized soon to send to printer
 - They will provide facebook posts that we can then share

- Contact has a therapy dog. We will need her paperwork before she can come into the building with it and it will need approved by our director

Action Items:

- Tina to confirm with Michelle about filing 2024 taxes
- Michele to write check to Magical Theater Company and give to Kianna Tuesday to deliver to main office
- Elizabeth to get Otis Spunkmeyer flyer from Rep & send to Brenda for printing
- Tina to contact Wayne County Community Foundation for fundraising assistance & bring Leah up to speed on what help is needed
- Julie to reach out to Morgan about Club 1000 books
- Tina to send parent conferences donation signups

Meeting adjourned 7:21pm