

PTO Meeting Minutes  
Tuesday, November 13, 2012

**Call to Order:** 7:04 p.m.

**Attendance:** Carol Boriss, Gina Haralson, Steve Kadyk, Rhonda LaChance, Sonya Land, Sandy Lohss, Kay Lundry, Dr. Carrie Luttrell, and Jenni Stecher.

**Welcome All:** Sandy Lohss welcomed everyone and read the following expectation of all PTO meetings.

The expectation of all PTO meetings is for them to last for approximately one hour. According to the published bylaws, one purpose of our meetings is to “receive brief summary reports from all active committees.” Only PTO business will be discussed at our meetings. Any personal or school district related issues should be discussed outside of the meeting with the appropriate school administration at another time. One person at a time should speak so we may all hear each other, and the Recording Secretary is able to provide us with clear and concise minutes of each meeting. The appointed meeting facilitator reserves the right to move the meeting forward, which means possibly limiting the time someone has to present their information.

**October Meeting Minutes Approval:** Approved first by Jenni Stecher and seconded by Kay Lundry.

**Reports of Standing Committees:**

- **Fall Festival:** Jenni reported a profit of \$507.97 for the Fall Festival. She discussed the fact that they hired Reggie to DJ to see if it would draw more students to attend, and PTO and Reggie were both disappointed in the lack of interest. Clean up went really well, and Lisa Gubernik did a great job organizing the games and getting volunteers for the games.
- **Trunk or Treat:** Gina Haralson discussed how they kept tickets to see if the photo booth would profit, and it definitely did with 156 photos taken. The event had a net profit of \$1494.29. She indicated that the fifth grade parents are trying to plan as many events as possible (e.g., a skate night) so as to not have to ask PTO for any funding for the fifth grade celebration. She strongly suggested that for next year PTO allows individual children to pay and attend trunk or treat with the wristbands again. She also indicated that the tables were a successful alternative to parking a car. Gina also mentioned that each year the people in charge add something and evaluate what works and what doesn't (e.g., concessions) so that the event continues to improve. There was a bidding war for the photo booth, they ended up with Trotter, and they seemed to do a great job. The middle school band and the apple cider were both new additions for this year.
- **Box Tops:** Sandy reported that \$1285 in Box Tops were brought in with this last contest. Amy Tuggle is fabulous and plans on having another contest in the winter as well, so keep on saving the tops. Last year's total for the year was \$2100, so she has done a wonderful job so far. Amy gave the names of the winners to Dr. Luttrell to be announced during the school day, but only the classes with the highest numbers will be announced online.

## **President's Report:**

- **Thank You's:** Thank you to Marianne Chervitz for the birthday treats, Sonya Land for helping with the PTO webpage, Amy Tuggle for the Box Tops, Gina and Shari for an amazing Trunk or Treat, Jenni and Cara for an amazing Fall Festival, and Christy Groner for helping to get Paypal up and running on the website.
- **Winter Party** on Friday, December 21, 2012
- **PTO Web Page:** Sandy wanted to add all of the committees online, and she is going to create a flash drive of all events and have Kinko's do a mass scan of all of the PTO binders. Eventually this information will be on the web for anyone involved with PTO to access. Sandy has decided to no longer print information for the binders and keep copies electronically on the PTO laptop as well as the flash drive.
- **Panther Pledges:** The current amount of Panther Pledges to date is \$8350. We are not near where we need to be (\$20,000) at this time. The first Panther Pledge via Paypal came in today. Sandy said that she would have a couple of laptops available during parent teacher conferences to allow people to use Paypal to donate.
- **Spirit Wear:** Spirit wear money does go toward Panther Pledges, but students did not receive the flyers in the Friday folders due to not having someone to run the copies. Sandy discussed the fact that families will have a very short turnaround to turn in the forms and money by the November 20 deadline. Jenni Stecher discussed how some teachers still are not sending home all flyers to students, even with the Friday folder rule. Carol Boriss said that she would remind teachers in the email that she sends out to the staff. Sonya Land mentioned bringing a basket for recycled spirit wear to put near the current Spirit Wear forms.
- **Playground:** Sandy announced that the first estimate for new ground cover for the playground would be \$100,000 due to the large surface area as well as the need to level certain areas for appropriate drainage and the addition retaining walls for any drop-offs. The written estimate was then \$75,000. Kay Lundry gave Sandy some other companies to contact for estimates. Sandy was given a contact within Missouri that has grants in which they pay for half of the playground costs. She has contacted them, and the deadline has passed for now; they will inform her of the next time they are accepting new applications. Sandy does not want to look at the prior money from past years on the balance sheet but concentrate on the money we accumulate this year to go toward the playground. Gina Haralson suggested students bringing in spare change for a piece of playground equipment. Dr. Luttrell was concerned about not getting enough in donations to pay for something; Sandy felt that a couple of items were reasonable (e.g., special needs swing). There was a discussion about having the Student Council take ownership of the spare change fundraiser, choose the piece of equipment, and place a picture of the item near the chart showing how much has been raised. There were advantages and disadvantages of keeping the change by grade level: uneven class numbers, first to use the new equipment, etc.
- **Trivia Night:** Sandy announced that the Trivia Night is coming up soon, and Pam Jesse is looking to gather volunteers soon. The two PTO volunteers that looked for corporate sponsors for the silent auction have decided to step down from this responsibility. Dr. Luttrell mentioned that another silent auction she attended had a purebred puppy donated that was present for participants to pet and snuggle throughout the evening, bringing in a

high amount of bid money. Steve Kadyk mentioned having a grade-level basket organized by room parents to auction instead of the baskets organized by each class for the Fall Festival in the past. There was also a discussion about the money received from the auction going to the teacher for the item (e.g., Mr. Conley's kickball game). Gina Haralson suggested a class-made item to donate for the silent auction (e.g., handprints of the entire class) since these tend to draw a bidding war among parents. Also, she wanted Sandy to mention to parents the loss of Panther Pledge money if the silent auction was no longer a possibility.

- Book Fair: Students raised \$1480.00 in the All For Book collection from spare change.

**Unfinished Business:** None to report.

**New Business:** Jenni reported that she booked the DJ (Reggie) for the Spirit Day in May.

**Wellness Committee:** Sandy mentioned that the Wellness Committee was planning on having a garden in the center of the track area so that students could grow, harvest and possibly sell their produce at the Fall Festival next year. Students could learn about different plants, natural irrigation, etc., that could be added to the curriculum. Watering throughout the summer might be the responsibility of the Girl Scouts and Boy Scouts. Steve Kadyk mentioned that the low area could be used as a rain garden to recycle water for the plants.

**Teacher's Report:** Carol Boriss had nothing to report besides a thank you for birthday goodies and the dinner on parent teacher conference night.

**Principal's Report:** Dr. Luttrell mentioned the parent teacher conferences this week and hoped to see all parents at school. She also told us that she has had little feedback from the Friday emails or questions about the website. She is hoping that no news indicates that parents are finding the website accessible and having no difficulties. She also announced that all prior Friday emails are archived in the Principal's Corner on the website. All flyers are immediately on the homepage under News, and the prior month's flyers are archived. There was some confusion about the installation of the door kickstands between talking with the Fire Department and then the carpenter having the incorrect tools to install them. The bulletin boards for teachers have to be installed by the carpenters, and the District only has 3 carpenters so things may be slower than we wish. The drinking fountain for the cafeteria has begun to be installed but has not been completed. Otherwise, all other construction from the summer has been completed. Dr. Luttrell discussed that in the PLC groups teachers are discussing how to differentiate for higher level students with quality, deeper learning activities and not just more busy work. Shenandoah seems to be struggling with its climate goals, specifically demonstrating respect. Teachers are seeing students interrupting, disrupting, not listening, and in some cases have cause for removal from the room. Teachers are going to supplement PBIS with some character building that builds intrinsic motivation and pride for the school. They will be using The Leader in Me, an elementary program based on Stephen Covey's 7 Habits.

**Adjourn:** Thank you for attending tonight's meeting. There is no December meeting; the next meeting is Tuesday, January 8, 2013, at 7 p.m. in the library. Agenda items are due by January 4, 2013. The meeting was adjourned at 8:04 p.m. by Sandy Lohss.