

Primary Village South PTO Meeting

November 8, 2022

PVS Cafe *childcare provided*

Kelsey called meeting to order at 7:01 PM.

The President, Vice President, Secretary, and Treasurer were present.

1. Welcome & Board Introductions (Kelsey McLachlan)

2. Secretary's Report (Mackenzie Graves)

- a. October meeting minutes on website

3. Principal's Report (Amy Allen*)

- a. Nothing major to report as we draw close to the holiday
- b. Huge thanks for all the help at Fun Run/Fall Conferences/and ongoing Winterfest planning - received plenty of positive feedback

4. Treasurer's Report (Kristen Cochran)

- a. Right around \$26,000
- b. Received check from Kroger: \$1,500
- c. Future expense: \$6,000 (Winterfest)
 - i. Projected bringing in \$13,000 from Winterfest
- d. Projected ending year with \$30,000
- e. Funding has changed this year - no longer funding naturalist monthly (this is now a paid staff position),
- f. Let us know areas where we can utilize extra funds while still ensuring we have budget to start the 23/24 year in summer
 - i. Field trip to school
 - ii. Supporting teachers better - allowing teachers to submit requests for supplies and class materials

5. President/ VP Report (Kelsey McLachlan & Amy Allgeier)

- a. Community Rewards
 - i. Contest underway
 - 1. Last week was Kroger, avg class returned 4-5 forms.
 - 2. ~100 total
 - 3. Some issues with parents not receiving forms in folders
 - ii. Canceling Box Tops - haven't received funds in two years.
 - iii. AmazonSmile - might be some confusion on how to apply purchases towards designated charity if using the

- app. Suggest future social posts with screenshots showing how
- b. VIP PTO member social media spotlight
 - i. Hoping to spotlight a couple members so people get an idea what it looks like to be a member – You don't necessarily have to spend a lot of time or money
 - ii. Please fill out form Kelsey emailed
- c. Adopt-A-Family 2022 Program
 - i. PVS PTO to donate towards that this year, adopting a few students to buy clothes/holiday gifts for
 - ii. Families can sign up through the district for support (Meals for holidays, toys, school supplies and clothes)

6. Committee Reports

- a. Adopt-A-Garden (Lindsey Sandhoff*)
 - i. Benches are stained – thank you Mr Sandhoff!
 - ii. Rocks quoted – to paint and add to front mulch
 - iii. Thank you families who worked hard to make it look nice ahead of conferences!
- b. Family Nights (Janna Parker*)
 - i. Dayton Dragons in spring
- c. Fundraising Coordinator (Mike Mealiff)
 - i. October: City BBQ
 - 1. Results unknown yet
 - ii. November: Chick-Fil-A
 - 1. November 15; 6-8 PM
 - 2. Have to order through the mobile app
 - iii. January: Panda Express
 - 1. Still finalizing details
 - iv. February: TBD
 - 1. Looking into SkyZone on a no school day
 - v. March: Witts Frozen Custard
 - 1. TBD
 - vi. April: Scoops
 - 1. Would be fun to get Mrs Allen/other staff working behind counter!
- d. Homeroom Parent Coordinator (Krystin Fakalata)
 - i. Halloween Parties
 - 1. Everyone had a great time
 - 2. Thank you homeroom parents for coordinating and everyone who volunteered/donated items!

- ii. Winterfest Baskets
 - 1. Notes sent out about baskets
 - 2. Encouraging homeroom parents to communicate
 - 3. Great idea to set up Amazon list for the class that way parents can purchase already curated ideas and it delivers directly to the homeroom parent to gather
 - 4. Communicate that sending in cash is always good too so homeroom parents can add items as needed
 - 5. Could push date back a week to Friday Nov 21 to give more time
- iii. Winter Parties
 - 1. Wednesday, December 21st
- iv. 2023/24 School year - consider PTO supplying a stipend to homeroom parents for supplies and hand out ID number to get tax free purchase
- e. Fun Run Liaison (Katrina Mays)
 - i. It was a great event, went splendidly well
- f. Hospitality Co-Coordinator (Reddy Yelanki* & Jen Lubbers)
 - i. Parent-Teacher Conferences Follow-Up
 - 1. Jen has receipts to give treasurer
 - 2. Thank yous from staff, positive feedback. So organized and simple and well flushed out.
 - 3. Utilized delivery some but the delivery fees add up – considering a sign up slot next time for someone who'd be willing to pickup/drop off
 - 4. Panera – note for next time, can only use up to ten gift cards
 - 5. Chick-fi-la – received a 10% discount count!
 - 6. Old Scratch – teachers were excited about this! Note for next time the pizzas are small
 - 7. Additional costs/extra run to get tablecloths napkins, **more grab and go snacks**
 - 8. Jen to double-check with Amy Allen if times were ok
 - 9. Jane great to work with with bringing stuff in
 - 10. Total \$1,127 (\$1,500 budgeted)
- g. Book Fair Co-Coordinator (Ashley Melson* & Nikki Antrobus*)
 - i. End of March-First week of February

- ii. Planning to begin in January
 - iii. Need a new co-coordinator to help Nikki
- h. Curriculum Advisory Council (Alora Glumm*)
 - i. Directory Assembly (Jenna Denlinger)
 - i. Couple of addresses to follow up on
 - ii. Need to double check preschool
 - iii. Getting cover from art teacher
 - iv. Need updated maps to include
 - j. Social Media (Mackenzie Graves)
 - i. Please interact with posts as you see them in your feed to help them show up in more feeds
 - k. Winterfest (Katie Johnson & Laura McAlpine)
 - i. Volunteer link coming home for different positions
 - ii. Sending out packets and shopper time slots
 - iii. Spots will fill up, but it wasn't an issue last year for people showing up that didn't sign up. We'll fit them in
 - iv. Expecting ~7 students every 5 minutes
 - v. Great sponsor list this year – good amount of cash to support us
 - vi. Seeing a great amount of auction items
 - vii. Decorations: Look at what decorations we have this year and budget for more next year
 - viii. Food: this year we will be feeding volunteers

7. Open Forum/ Questions

- a. Email pvs.pto.pres@gmail.com- we'd love your input and feedback!
- b. ***RAFFLE***
 - i. \$10 starbucks: Congrats Sam!

8. Upcoming Events

- a. Calendar- live document emailed out to all PTO members. Follow social media for updates!
 - November 1-18th: Community Rewards Contest
 - November 15: Chick-Fil-A Restaurant Takeover
 - November 23-25: No School Thanksgiving Break
 - December 3rd: Winterfest!
 - December 21: Winter Classroom Parties
 - December 22- Jan. 2: No School Winter Break

**indicates not present*