

Primary Village South PTO Meeting  
October 11, 2022  
PVS Cafe \*childcare provided\*

**Kelsey called the meeting to order at 7:03 pm. PVS PTO President, Vice President, and Secretary were present. Amy Allen was present.**

1. Welcome & Board Introductions (Kelsey McLachlan)
2. Secretary's Report (Mackenzie Graves)
  - a. September meeting minutes on website
3. Principal's Report (Amy Allen)
  - a. Fun Run
    - i. Thanks for your flexibility in rescheduling the Fun Run, first time we've ever had an issue with Boosterthon company, just unfortunate timing - they are great to work with
    - ii. Fundraising has been great - we're the 2nd largest building in the district and the funds are greatly needed
    - iii. Lots of projects throughout the year to utilize those funds. Amy has a list she can get together.
  - b. Gearing up for conferences and Halloween parties - be sure to check ParentSquare for communication on these from your teacher and homeroom parents
4. Treasurer's Report (Kristen Cochran) - not present
  - a. Budget update
    - i. Still looks good, whole financial report to be ready for the November meeting
    - ii. On track for the rest of the year, hospitality and other expenses
    - iii. Winterfest: adding decor and food for volunteers to budget
5. President/ VP Report (Kelsey McLachlan & Amy Allgeier)
  - a. Huge thanks to all chairs, committees, and volunteers - each event and program is running very smoothly
    - i. Fun Run
    - ii. Playgrounds and popsicles
  - b. Spiritwear Sale update
    - i. \$1,400 earned
    - ii. Some shirts were back-ordered and some orders were fulfilled wrong, but Embellished Threadz has worked to fix any issues
    - iii. Some parents not receiving updates on orders being ready - be sure to check spam folder
  - c. In-House Field Trip opportunity
    - i. Couple of STEM opportunities we're looking into for 1st grade: Boonshoft or Zoo coming to the school

- ii. Member at meeting mentioned that Miami U has a free option, or check with CWPD
  - iii. Amy Allen to run ideas through the Teaching and Learning team to decide collectively what will be best for students
- d. Update from September Meeting discussion
  - i. Volunteer Social Media Spotlight
    - 1. Be on the look for a form through email, asking members to share a little more about themselves and how much time they dedicate to volunteering
  - ii. Membership Drive
    - 1. Hold off until January because we're doing well and have had a lot of fundraisers at the start of year already
  - iii. Community Rewards registration contest
    - 1. Send home quarter sheet forms first 3 weeks of november to get more sign ups for our Community Reward Programs
    - 2. Each week will be for a different program (DLM, Kroger, Amazon)
      - a. From the forms turned in, giftcard drawing every week
      - b. Class with the most turned in forms with win a special prize
      - c. Staff competition to encourage them to get signed in too
      - d. Capture winners with photo to share on social
    - 3. Remind people that Dorothy Lane has to be signed up for every year
    - 4. Box tops hasn't been working well for people - consider dropping this as a program? Kristen to look into how much we've been getting through this

## 6. Committee Reports

- a. Adopt-A-Garden (Lindsey Sandhoff) - not present
  - i. The kitchen garden needs weeded from last look
  - ii. Lindsey to connect with parents asking them to check in on their gardens as they come in for conferences
  - iii. Mr Sandhoff restraining benches
  - iv. Lindsey is pricing River rocks to put out front
- b. Family Nights (Janna Parker) - not present
  - i. Dayton Dragons scheduled for Friday May 19, 2023
- c. Fundraising Coordinator (Mike Mealiff)
  - i. \$662.49 from Chipotle
    - 1. A little lower than years past - mobile/online ordering was down and store was very busy
  - ii. City BBQ Oct 25
    - 1. sending out email reminder day before proves helpful
    - 2. staff usually does lunch order out
    - 3. This isn't restricted to certain hours, lunch/dinner - advertise that people could get their work involved with doing a business lunch order
  - iii. Chick-fi-la is November 15
    - 1. Has to be through app, shorter time slot
- d. Homeroom Parent Coordinator (Krystin Fakalata) - not present
  - i. Halloween party planning and silent auction baskets underway

- e. Fun Run Liaison (Katrina Mays) - not present
  - i. A lot of hands on work to pass out prizes, perhaps looking at how to change that up next year to make it smoother
- f. Hospitality Co-Coordinator (Reddy Yelanki & Jen Lubbers) - Jen present
  - i. Almost all spots are filled for physical donations (after one day up!)
  - ii. Panera lunch on first day, Chick-fi-la lunch and Old Scratch dinner on second day
  - iii. Looking for more hands to help set up
  - iv. Giftcards to Old Scratch and Panera still needed
  - v. To look into if we can have people send money directly through Zelle or venmo
- g. Book Fair Co-Coordinator (Ashley Melson & Nikki Antrobus) - Nikki present
  - i. To start up planning in January
- h. Curriculum Advisory Council (Alora Glumm) - not present
  - i. News from September Meeting: talked about District strategic plan and focus areas; Parent Square being a good resource
- i. Directory Assembly (Jenna Denlinger) - not present
  - i. Spoke with Jane and only 50% of students have updated contact info
  - ii. Discussed having one more big push to get info
    - 1. Provide Step by step instructions on where to update the info within HAC
- j. Social Media (Mackenzie Graves)
  - i. Share photos of planning for things like Winterfest, Hospitality etc. as you can so we can share what PTO is doing/planning on social
- k. Winterfest (Katie Johnson & Laura McAlpine) - not present
  - i. Things are going smoothly so far
  - ii. If you know a business willing to donate money for sponsorship or items for silent auction baskets, let us know
  - iii. New decor this year, Library take-home craft, Auction (in person and online), Frosty Shop

## 7. Open Forum/ Questions

- a. Email [pvs.pto.pres@gmail.com](mailto:pvs.pto.pres@gmail.com)- we'd love your input and feedback!
- b. \*\*\*RAFFLE\*\*\*
  - i. Sarah Lawson wins \$10 Target gift card

## 8. Upcoming Events

- a. Calendar- live document emailed out to all PTO members
- b. City BBQ Restaurant Takeover- Tuesday, October 25th
- c. Fall Parent-Teacher Conferences- October 26th and 27th
- d. NO SCHOOL (Conferences)- October 27th and 28th
- e. Halloween Classroom Parties- Monday, October 31st
- f. Next PTO Meeting- Tuesday, Nov. 8th