



## Meeting Minutes

Tuesday, February 11, 2020

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Meeting called to order @ 6:35

In attendance: Jared Robbins, Cristin Gaines, Caitlyn Souza, Tessa Prosser, Andrea Hawn, Floyd Fisher, Annie White, Mary Powers, Coartney Siuts, Anna Lee McCormick, Melissa Reedy, Mari Anne Curry, Jess Robbins

### Officers' Reports

- President: Anna McCormick - **none**
- President-Elect: Amy Benedict - **Sent in thank you goodies to show appreciation for committee chairs**
- Treasurer: Coartney Siuts
  - Approval of Treasurer's report for February - **Motion to approve Floyd, seconded by Andrea**
- Secretary: Jess Robbins
  - Approval of January minutes - **motion to approve Floyd, seconded by Cristin**

### Old Business

- These committees are in need of help:
  - Apparel - shadow this year
  - Family Movie Night - shadow - Jess is willing to take it if no one else wants it
  - 5K - shadow this year
  - T-shirts - has someone volunteered for this - Update from Anna? - **Anna will contact directly**
  - Trivia Night - shadow this year
  - Book Fair - shadow for next year
  - AR - shadow for this year

### New Business

- Any new business?
  - Possibility of Executive Function session for parents - the committee is open to the idea of hosting a parent session on executive functioning if there is enough interest from parents. The committee will put out information and a survey to assess interest. The quote for a session is \$200 for Jeanne Krammer.
  - A committee member brought up the idea of asking if the Village board would post events on their Facebook page in an effort to reach more people
  - Floyd reported that it would be worth it for PTO to look into insurance, since the precedent has been set in a situation where parents sued PTO members personally for thousands of dollars for their child being injured at a PTO sponsored event. The board will look into the best option for liability coverage.

### Committee Reports

- **5K/t-shirts** : Melissa Reedy - **The 5K is scheduled for Friday, April 3. She will post the sign up when the weather is a little nicer. UW staff who already get a t-shirt can register for \$15, otherwise registration is \$25. People can register in person at the school or online. Mrs. Hanners sent out the t-shirt design contest forms with**

students. She will choose the top 3 for the school to vote on. It takes about 10 business days to process the order, so Melissa will submit it in March so it can be worked on over Spring Break. She uses the previous year's data, and estimates that the shirts will be around \$2000. She is still working on sponsors. \$100 donation for the name on the shirt and \$250 for the logo. More than half of the money has already been raised. If teachers are interested in other colors, they can look on the UNDERground Printing website for options. Grade levels who want to request a new color need to let Melissa know by March 9. Jess will ask teachers at leadership if any grade levels are interested in getting a different color.

- **Book Fair: Anna McCormick - Anna is short on volunteers, but is awesome and will make it work. Jess offered to come in early on Saturday to help out and Mari offered to help with tear down. The "special guest" is Pete the Cat.**
- **Box Tops/Coke Rewards: Cristin Gaines - The current contest is for a hat/hoodie day for any class that collects 50 or more box tops/coke rewards. They need to be in by Feb. 24. She's hoping that Casey's rewards will help offset the slight decline in box tops. Anna explained how to submit electronic receipts. Coartney wasn't sure how the Casey's rewards will show up, but will let the committee know when she finds out.**
- **Fun Day: Jess Robbins - Surveyed 2nd-5th graders on their top 3 favorite things at Fun Day, and they were inflatables, Kona, and face paint. Based on this feedback she feels comfortable putting the money towards these things. She will also use the feedback to rearrange the indoor activities. On the the rough draft of the schedule, at least 3 of the grade levels will have face painting after inflatables, but since they start an hour later she could not do that for all grades. She will set up the banner/photo station as part of the face painting so students can get their picture taken before the designs get wiped/sweated off. The quote for 2 face painters from 9:30-2:30 is \$925 (last it was \$585 for 1). The committee was in favor of hiring 2. Jason has inflatables reserved and Jess is waiting to hear with more details about the company's waiver. SHe has reached out to the contact person from the church who helped last year with the purchase of water bottles and watermelons to see if they would be interested in helping again this year. She found "foldable" water bottles that would be reusable and have clips for \$0.77 each, so about \$350 for the school. If the church is willing to help, we may look at this option in an effort to be more environmentally friendly. She received multiple suggestions for having legos as part of an indoor station, the committee felt this is something we could ask to be donated, as well as puzzles. We may ask for these kinds of donations at the Spring Family Movie Night. She asked the committee if they have ideas for more organized team-like activities to do outside (besides 3 on 3 basketball), and will ask Mr. Nowlan if he feels comfortable with just having 4th & 5th graders involved in the 3 on 3. Tessa reported that Sergeant Katherine Thompson would bring her squad car during the event. Jess will follow up with her to see if it will be in the morning or the afternoon.**
- **Restaurant Fundraisers: Annie White/Lisa Cheely - Annual Monical's fundraiser is Thursday and flyers were copied to send home with students. It was reported that the Applebee's Breakfast will still be held on April 11.**
- **Silent Auction: Mary Powers - Baskets are coming along. 2nd-5th is pretty well set (5th may have enough for 2). Kinder and 1st still need help. Andrea reported that Kinder changed their themed to Disney and that donations were steadily coming in. Mary was able to get a Tolono Fire Dept Experience donated. She is also looking into the possibility of a "storytime & snack" basket and possibly concert tickets for spring musical. She has reached out to Ms. Kensek and may reach out to Jamie Price.**
- **Trivia Night: Sharon Baxley - Tessa reported that all the tables are full and people are now on a waitlist. Mrs. Reichert offered to sponsor a comp table for Kinder parents**

**that Jared and Jess will be hosting. Jess reported that the table is full.**

- **Teacher Appreciation: Amy Benedict - Mary reported that the taco bar is good to go for conferences. Mary is providing the hamburger and Amy is providing the chicken. Volunteers have signed up to bring the other dinner items.**

#### **Teacher Reports**

- **K – 2 - Andrea reported that they are thankful for the dinner on conference night. The primary wing celebrated 100's day in fun ways. 2nd grade is working on president reports.**
- **3 – 5 - Caitlyn reported that 3rd sent out reminders to parents about the basket for the silent auction and inquired about their field trip approval. She said that Ms. Greenwood's writing was going well. Student council is working hard on candy-grams.**

#### **Principals' Reports**

- **Floyd Fisher - Getting ready for conferences. It is unclear if conferences would be affected.**

**Motion to adjourn @7:50 by Floyd. Seconded by Annie.**

**Next Meeting: March 10 @ 6:30**