

# Parent Connection Meeting Minutes

11/5/19 @ 6:00 p.m., Patterson Library

Attendees: Ashley Raynor, Patty Bowen, Theresa Baideme, Aimee Helman, Cheryl Scriven, Michele Shields, Shannon Smythe, Rebecca Mitchell, Leigh Chapman, Erika Valentine, Jenny Montalbano, Johanna Kelley, Celia Molitor

1. Opening Remarks - Michele Shields has chosen to resign from the group due to work and family commitments. Celia to lead during transition.
2. Communications Updates - Celia
  - a. Updated Family Directory draft completed and shared; grade level lists will be sent home soon. Looking into sharing full directory instead of just individual grades.
  - b. In need of a few members to assist with Facebook content
  - c. Monthly e-newsletter (shared via email and facebook), submit content to be included by the 7th of each month. Newsletter will be sent out no later than 14th.
  - d. Shared Decision Making Team - Elementary meeting; brainstorming creative ways to make sure students and staff have a positive experience in the cafeteria each day
3. Volunteer Updates
  - a. Great participation during Book Fair
  - b. New sign up page - [www.signup.com](http://www.signup.com) working well. All sign ups are included in one spot for easy access.
  - c. Holiday Shoppe (Dec 10-12) volunteer sign up coming soon
4. Financial Updates
  - a. Bank account changes went into effect, Celia and Johanna can now access
  - b. Box Tops Fall check deposited: \$170.55
  - c. Book Fair: profit of \$700 plus \$400 in books for Elementary!!!
  - d. Kelsey Thomas, current co-finance coordinator has resigned from her position
5. Committee Updates
  - a. Book Fair - new time and location worked great! Danni Estes is scheduling a debriefing meeting soon to discuss pros/cons and what to do differently next year. In need of a co-chair to work with her on next year's fair.
  - b. Holiday Shoppe - Aimee & Johanna chairing Dec 10-12; planning is going well. Flyer will be sent home soon followed by a letter/money envelope the

week prior to the shop. Set up scheduled for Monday night/Tuesday morning - details forthcoming

- c. Spirit Gear - Ashley has moved inventory to her office for easy access; will send an order form home soon with discounted prices; looking into ordering new items once current inventory is cleared
  - d. Teacher Funding Request - meeting scheduled for Nov 19th 6pm at Patterson Library; Johanna will present requests for discussion and feedback
  - e. Lunch Volunteer program now open every day of the week - in need of many volunteers for this *very helpful* program; questions, contact Kim Maras
6. New Ideas
- a. School Vote Basket Raffle (Jenny M. and Amy S. co-chairs) approved by Dave Davidson
  - b. Candy Cane Candygrams fundraiser - Aimee will bring idea to Secondary Shared Decision Making Team
  - c. Kids art auction - many ideas discussed; Aimee and Leigh will work together to form a plan and get permission from administration; looking at February/March for event
  - d. Read aloud program - opportunity for family or community members to read to students; details and plans are in the works
7. Bylaws - currently there are no functioning bylaws; we will use suggested PTO bylaws as a guideline, discussing and personalizing each section at a time for approximately 15 minutes at the end of each regular meeting until the document is complete. It will then be shared for membership to vote on.