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**Meeting Minutes**

Tuesday, March 10, 2020

**Meeting called to order @6:30**

**In attendance: Amy Benedict, Jessica Robbins, Coartney Siuts, Cristin Gaines, Jared Robbins, Tessa Prosser, Alicia Bachert, Lanee Reichert, Floyd Fisher, Mary Powers, Anna McCormick, Annie White, & Mike Donovan**

**Officers’ Reports**

* President: Anna McCormick - **none**
* President-Elect: Amy Benedict - **none**
* Treasurer: Coartney Siuts
* Approval of Treasurer’s report for March - **Motion to approve by Floyd Fisher, seconded by Cristin Gaines**
* Secretary: Jess Robbins
* Approval of February minutes - **Motion to approve by Mike Donovan, seconded by Floyd Fisher**

**Old Business**

* These committees are in need of help:
	+ Apparel - shadow this year
	+ 5K - shadow this year
	+ T-shirts
	+ Trivia Night - shadow next year (Baxley’s last year)
	+ Book Fair - shadow for next year
	+ AR - shadow for this year

**New Business**

* Insurance - **Anna got a quote from Loman-Ray for around $1,000, and will touch base with her contact, Lisa, when she returns to the office about details. She reached out to Unity East, but has not heard back. Jess reached out to the National PTO and they are switching providers, so we can check back with them later this spring or summer for more information. She also reached out to her agent at Country Financial, who is putting together a quote. It was suggested that we get coverage for Fun Day this year and look into liability coverage for the next school year. Jess and Lanee will discuss possible options for Fun Day this year.**
* **Amy had the idea of giving the money raised from the Silent Auction to teachers. There was discussion on how this could be done. Amy suggested increasing the teacher appreciation budget. Jared suggested that next year we advertise that the money raised is going back to the teachers in hopes that it would be more of an incentive for people to place bids.**
* **Kindergarten orientation - Amy, Jess, Tessa, and Mary all volunteered to represent PTO at Kindergarten orientation on April 6.**
* Parent session - **Jess reported that she has created a survey to post to assess parent interest for a session about Executive Functioning. The four choices are: -Executive Functioning Basics - What are these skills and how do they affect my child in the classroom?**

**- Stop, Think, Squirrel! - How can I help my child pay attention?**

**-It's not "done" until it's turned in - How do I help my child with organization and task completion?**

**-Stigma Busters - The truth about child labels**

**Committee Reports**

* 5K/t-shirts: Melissa Reedy - **Anna reported for Melissa. Students will vote for the top design this week. There was a great turn out of sponsors, so almost the entire cost of the shirts is covered. Melissa will place the order next week. The event is scheduled for April 3 and registration is open. She will start asking for volunteers after spring break. She has everything else ready to go.**
* Book Fair: Anna McCormick - **It was a great turn out (despite the weather!)**. **She will need someone to shadow next year, since it will be her last year.**
* Box Tops/Coke Rewards: Cristin Gaines - **Crisitn is still figuring out the contest winners, and reported that coke rewards have increased and will hopefully make up for the decrease in box tops. She is open to ideas for future contests. Tessa reported that you need 250 Casey’s reward points for a $1 donation to the school.**
* Family Movie Night: Jess Robbins - **Jess reported that we will host the movie *Abominable* on Friday, April 24. Denise will get the movie, more oil for the popcorn, and water. I can help with set up and clean up, but will need people to help man the popcorn/water during the movie. We will keep the divider in the gym open during the movie, to eliminate unsupervised kiddos running around during the movie. We will collect coloring items, puzzles, and legos for Fun Day. Jess will look to see if we have a couple of large bins, and get a couple if we don’t. Info will be posted after spring break.**
* Fun Day: Jess Robbins - **Jess reported that the face painters, Kona Ice, the squad car, and inflatables are all booked. She is waiting to hear back from Jason with information about the inflatable company’s waiver/liability policies. She will work on mapping out what activities will be where in the building over break. This will be dependent on what space is available and the survey information from the students. She has not made any changes to the draft schedule, but will look at it again as it gets closer to the event. Unfortunately, the church who purchased watermelons and water bottles for us last year is not able to help again this year, so she will purchase them out of the PTO budget. The committee would prefer the regular disposable water bottles over the refillable ones. Jess would like any ideas or feedback about possible team-based activities for outside. 3 on 3 basketball will only be open to 4th and 5th graders this year, which will allow more availability on the court for other activities. Jess Schreifer is helping with volunteers this year, and will be working on little goodie bags.**
* Restaurant Fundraisers: Annie White/Lisa Cheely - **Anna reported for Lisa. Applebee’s is still scheduled for April 11. Mike reported that Caitlyn Souza is having a meeting on Thursday and will pass out volunteer information to the Student Council. Annie reported that we raised $250 from Monical’s.**
* Silent Auction: Mary Powers - **We made $2133, about the same as last year! There was a positive reaction to the class baskets. 1st grade won for highest bid. People also really seemed to like the sports experiences and photo session packages. There may be a “buy it now” option for next year. Alicia suggested making the link to bid available to those who are not on Facebook.**
* Trivia Night: Sharon Baxley - **Multiple committee members shared on behalf of Sharon. We made $2257, which was more than last year. There were more tables, and all were sold out. It is possible that hosting in March may have helped with attendance. Next year will be Nate & Sharon’s last year, so they need someone to shadow them to learn the ropes. Jared inquired why we don’t have more events like this (since it’s so much fun!), and Anna reported that getting people to volunteer to organize these things is very difficult, unfortunately. Jess suggested that maybe we look into starting a recruitment committee.**

**Teacher Reports**

* K – 2 - **Alicia reported. She expressed gratitude for the food and extra time for dinner during parent-teacher conferences, and for the book donations. Kinder will have their sight word celebration on Friday with pudding. The 1st grade concert is March 26 and students auditioned for different parts. They’re finishing up holiday activities and are ready for spring break.**
* 3 – 5 - **Mike reported. He also expressed appreciation. 3-5 is gearing up for testing, stressing growth mindset and being positive. He relates what the students are doing in class to what they will be asked to do on the test to help them make those connections. Information for the wax museum will be passed out on Friday.**

**Principals’ Reports**

* Lanee Reichert - **Lanee announced that Julie Block got a new position and the U of I and Friday will be her last day. Tori Stierwalt will be taking her class for the remainder of the year. IAR testing will take place March 30-April 3, with makeups done before Easter break. 3rd & 4th have 5 sessions, and 5th has 8 since science has split into 3 separate sessions. With news of the CoronaVirus, we are being proactive by using best practices for cleaning, and instructing health and safety when it comes to germs. She thinks that next year’s schedule will be approved at the School Board meeting on the 12th.**
* Floyd Fisher - **he will update the PTO page on the Unity site and add meeting minutes from this past school year. Spring pictures are the 12th. Proofs will be sent home to parents if they would like to place an order. Since parents are receiving numerous emails from LifeTouch, Lanee will contact them because that shouldn’t be happening.**

**Winners! Tessa and Mary won the prize drawing!**

**Floyd Fisher motioned to adjourn at 7:41, and was seconded by Mike Donovan.**

**Next Meeting:** April 14 @ 6:30