

HCE PTO July Minutes

July 16th at 9:45am-12:00pm

2018-2019 PTO BOARD MEMBERS:

Sommer Dolce – 1st Vice President

Sarah Van Landingham – 2nd Vice President – Fundraising

Cathi Green-Lambers – Treasurer

Stacie Houser – Corresponding Secretary

Sheila Renna – Recording Secretary

Jen Harden – Parliamentarian

Other Attendees:

Kim Plunkett – Outgoing Treasurer

Debbie Morgan – Outgoing Corresponding Secretary

Erin Marler – Business Partner Correspondent

Meeting was called to order at 9:45am and introductions were made.

Calendar

- Meetings will stay at 1pm on the first Tuesday, except for August, which will be held on August 21st at 1pm.
- August meeting will be communicated as a Parent Info Meeting
- Next business meeting will be September 4th
- Checking on book fair dates
- Orientation for Kindergarten – August 8 from 6-7pm
- Orientation for Grades 1-5 Last names A-L August 9th 8:30-9:30am
- Orientation for Grades 1-5 Last names M-Z August 9th 10:00-11:00am
- Back to School Bash – August 24th Cafeteria and Kickball
- Jog-a-thon and Red Ribbon Week – October 22-26
- Teacher Pie Day November 20
- Holiday Shop December 3-7
- Teacher Cookie Exchange December 19
- Chili Cook-off January 22
- Grandparents Breakfast March 5th and 12th based on last names

- Spring Dance March 14
- Art and Ice Cream Social May 9

Orientation

- Sign-up Genius will be used (2 people per shift)
- PTO will run a photo booth, spirit wear booth, sell PDQ discount cards
- PTO will also need the clipboards and paper PTO membership forms
- Sommer will get new props for the photo booth

Budget

- PTO voted to go up a level on the website contract; it now has a store feature
- Budget approved
- Grandparent breakfast \$600
- Holiday Shop \$3000
- Back to School Bash \$1000
- Spring Dance \$500
- Teacher Appreciation Week \$4500
- Teacher appreciation (portioned each month) \$2500 for the year
- 5th grade \$550
- AR celebrations \$2000
- Chili Cook-off \$300
- Volunteers \$250
- Grants \$10,000
- School Improvement \$20,000
- Jog-a-thon income \$18,000
- Holiday Shop income \$7000
- Spirit Wear income \$1500
- Boxtops income \$2400
- Family Meal nights income \$700

Fundraising

- Jog-a-thon will be advertised as monies going toward “School Improvement” rather than a specific item.
- Some prizes will be handed out by house, rather than the teacher’s mailboxes
- Theme will be “around the world”
- Actual jog days will be October 25 & 26

Membership

- By going up a level on the website contract, we no longer have to do a yearly clean-up of the PTO membership

Business Partners

- Banners will be hung at the school AFTER monies are received
- Discussion on re-working the sign-up form for Business Partners, and what they get for their contribution
- Companies (either Community Partners or Business Partners) will create their own flyers for Family Fun/Meal nights, or the PTO Committee Chair will create the flyer template for reproduction/distribution at the school
- Attempt to contact Ms. Gauger for band/chorus involvement again this year at the Family Fun/Meal nights
- Discussion on trying to get Business Partners to sponsor an event on the calendar, above the regular sign-up contribution; they would be advertised at that event as a sponsor
- Discussion on getting baskets for events with sponsored monies from a Business Partner

New Business

- Discussion on spirit wear items: hats or visors, pencils, shoelaces, spirit sticks, hairbows
- Create a Sign-Up Genius for the Hawk rock; Sommer also needs a calendar format for the Hawk rock
- Don't forget the upcoming "stuff folder" day; date is not available yet

Meeting was adjourned at noon.