

## Hickory Creek Elementary School

### PTO Minutes

Wednesday November 6, 2019

Meeting was brought to order by Ozzy Trevino at 9:00am and 9 people were present

**Fun Run:** raised approximately \$30,000 - \$35,000. 10% goes to each grade level. 25 out of 38 classrooms met their goal. 98% of those that donated paid the extra charge toward their donation. Prizes and incentives will be distributed in the next few weeks. The top 25 fundraisers won a field trip to Cecil Air Field (date tbd). Principal of the day winner was: Zach Goselin. That date will be decided by Dr. Reichenberg. Natalie suggested that future fun runs all be held on the same day as it was too much work to split into multiple days.

**Pies for Teachers:** will take place on Tuesday November 26, 2019. Rebecca asked Carrie to set up a sign-up genius for pie donations. Sarah Goselin will be asked to set up an event on Facebook to get an idea of how many people will participate. Someone will need to confirm the number of staff to determine how many pies we will ask to be donated. Possible consideration will be made to include crossing guards and bus drivers as part of the final count of pies needed. A sign-up genius will be set up for people to sign up to donate pies and include the number of pies they will donate. And it will also include a spot for people to volunteer to collect the pies during the morning drop-off. Pies will be dropped off by parents the morning of Tuesday November 26<sup>th</sup>.

**Holiday Shoppe:** will take place during the week of December 9<sup>th</sup> – 13<sup>th</sup> of 2019. Carrie and Sommer are the committee chairs. They will request an actual classroom as opposed to holding it outside of the art room because it will be a lot easier. Carrie will request the approval from Dr. Reichenberg. A sign-up genius will go out to the teachers before the Thanksgiving break to decide what day and time they will attend. The shoppe will be open daily from approximately 9am-1p. A flyer will be made with a buyer “wish list” for the kids to fill out with their parents before coming to the holiday shoppe. The goal this time will be to aim for more lower cost “affordable” items for the kids to be able to purchase. Spirit sticks will be available for purchase but will not be tracked. The cost of the items at the shoppe will vary from \$0.25 through \$6 or \$7. A sign-up genius

**Holiday Shoppe Con't:**

will also be set up to ask for volunteers to help at the shoppe and will be sent out before the Thanksgiving break.

**Chili Cook-Off:** tentative date is set for Thursday January 30, 2019. After further discussion during the meeting, a vote was taken and 8 out of the 9 people present voted to take this event completely off the calendar.

**Cookies and Canvases Paint Night:** will be held on Friday February 21, 2019. We will have to limit the number of people for this event due to limited space. It will be a first come first serve basis. This will be an "at cost" event. A sign-up genius will be set up for cookies. Chrissy volunteered to chair this event. She will ask Ms. Jones if she wants to be the instructor for this event. If she declines, Ozzy offered to take that role. A sign-up genius will be set up for student volunteers to help with paint distribution and such. Price supplies from Michaels, Hobby Lobby, etc. A projector will need to be set up so that all attending the event will be able to see the painting that the instructor is doing. A theme for the painting will be chosen by whomever the instructor is.

**Newsletter:** a PTO newsletter needs to be published. This job will be assigned to Sarah Goselin. The newsletter will need to include a list of our sponsors, results from the fun run, and other relevant information. The deadline for this being published needs to be completed before Thanksgiving break (by the completion of the week ending Friday November 22, 2019).

**Budget:** Lynn Kruse asked that a reminder be given to the PTO to submit receipts for payment of anything purchased for any PTO related activities.

**Teacher Grants:** each grade needs to have all of said teachers in agreement on where the grant money will be spent for each grade level.

**Kinder:** \$2414.33 of \$3300.00 spent

**1<sup>st</sup> Grade:** \$2415.13 of \$3300.00 spent

**2<sup>nd</sup> Grade:** \$0.00 of \$3300.00 spent

**Teacher Grants Con't:**

**3<sup>rd</sup> Grade: \$0.00 of \$3300.00 spent**

**4<sup>th</sup> Grade: \$1134.38 of \$3300.00 spent**

**5<sup>th</sup> Grade: \$2457.06 of \$3300.00 spent**

**Media, Technology, Music, PE, Art: \$0.00 of \$1000.00 spent**

**ESE: \$119.17 of \$1000.00 spent**

**Other Concerns:**

**A poll should be set up to determine how many teachers/classrooms are using RazKids, IXL, and Brain Pop to help determine if PTO will continue to fund these next school year. A grant will need to be submitted at the start of the school year.**

**Laura Eads had asked why Brain Pop wasn't renewed by PTO this year. No grant request was received this school year. There was confusion that she was told by the previous board that it would be taken care of.**

**Rebecca will speak to Dr. Reichenberg about sending out an e-mail or a flyer to remind all staff that any money that is being requested to be spent needs to be submitted in detail via request through a grant request form. And that form will be signed by Dr. Reichenberg and submitted to the PTO for approval at their next meeting. Any grant submitted only applies to the current school year.**

**The PTO was also reminded that there is an HCE Helping Hands Form that is available to staff to be filled out for kids that may not be able to afford certain items such as field trip shirts, the cost for a field trip, etc. There is \$500.00 in the budget for these needs. This form is available on the PTO's website. The name of the student can remain anonymous. All that would need to be listed is the grade level, teacher's name, and what the request is for. Staff may also need to be reminded of this as well.**

**Next meeting will be held: Wednesday December 18, 2019 at 12:30p**

**Meeting was Adjourned at 10:08a by Ozzy Trevino**