

PTO LEADERSHIP AND COMMITTEE AGENDA and MINUTES
Meeting Minutes in Blue

9/21/2021

Introductions:

- In Attendance
 - President Carmen Harden
 - Vice President Emily Allen
 - Secretary Kelly Panamaroff
 - Treasurer Lisa Anderson
 - Volunteer Coord Melissa Judd
 - Fundraising Coord Diana Manes Bartlett
 - Crossing Guard Coord Shawn Hansen
 - Teacher Liaison Nicole Eulberg-Wolf
 - Yearbook Jessica Holcombe
 - Box Tops/Testing Snacks Michelle Killmon
 - Kindergarten Liaison Meagan Frank
 - Giving Comm Kristin Baca
 - General PTO Member Robin Lockard



Budget, Lisa Anderson

- Lisa Anderson, Treasurer, will give most current information available
- Sneak Totals
 - \$41,479.26. Doesn't include money collected at the Sneak entrance.
- Classroom Winners
 - Classroom participation:
 - 86% Quint-3rd grade
 - 76% Jones-2nd grade
 - 75% Cowan-1st grade
 - Classroom donations:
 - \$2,510.00 Jones-2nd grade
 - \$2,133.50 Guthrie-2nd grade
 - \$1,997.00 LaLiberte-4th grade
- Grade Winners
- Participation Totals (\$.01 or more) Sunglasses
 - 347 students reached this level
- Level One Totals (\$25 or more) Sunglasses, backpack, chance at limo ticket
 - Still determining this level per Lisa A

- Level Two Totals (\$150 or more) Sunglasses, backpack, puppy/kitty, movie night, Chance at limo and grand prize
- Level Three (\$250 or more) Sunglasses, backpack, puppy/kitty, movie night, Limo ride, chance at buddy ride and grand prize
 - 70 students reached this level.
- How many Buddy rides, and limo ride chances do we offer to other levels?
 - Limo rides are by grade level. Still TBD how many extra seats will be available per limo for buddy passes. Possibly 1-2 per grade.
- Budget Allocations to classrooms
- Raffle Choosing

Junior Achievement, Erin Truax,

- Erin Truax, update
 - No updates

Student Directory, Angel Tien

- Angela Tien, update on electronic directory
 - No updates

Yearbook/Jessica:

- Jessica Holcombe, update on status
 - Lots of photos were taken from the Sneak, volunteers did a great job helping with photography of the event.

Upcoming Parent Teacher Conference, Welcome Nicole Wolf!

- Parent Teacher Conferences 10/14/2021, Nicole, please start thinking about what menu you'd like to put together for brunch and dinner. We have Starbucks gift cards leftover if that is helpful. Please connect with Melissa Judd regarding Volunteers who would like to help with your event.
 - Lunch will be sandwiches
 - Dinner will be pasta, possibly catered by Olive Garden with parents filling in with sides, dessert, and drinks. Gift card donations gladly accepted.

Spirit Nights, Emily Allen

- Chick-fil-A, October 12 & January
 - Catering is also included in funds Chick-Fil-A will donate for Spirit Night
- Chipotle, Nov 16th, 5-9 pm & April
- Panda Express, Dec 14th, all day & March

Trunk or Treat and Virtual Halloween Costume Contest, Bailey LeBleu

- Trunk or Treat is October 29th from 5-7 pm

- Flyer has been created and ready for distribution. Includes Sign up Genius link to volunteer for donating candy, set up, and bagging candy for the event

Virtual Halloween Costume Contest

- Do we have three volunteers to spearhead this?
 - Scrapping this idea since Trunk or Treat can happen this year

Fundraising, Diana Manes Bartlett

- Diana Bartlett, update on donors/sponsors
 - Fantastic Fundraising done by Diana! She alone generated over \$12,500 sponsorship. Emily and Melissa are also greatly appreciated for donor donations as well!
 - Next year consider requesting water bottle donations again

Carnival

- Recap
 - Carnival company was late to set up
 - Silver Creek Staff had to set up tables, games and direct volunteers
 - 2 inflatables went down for 20 plus minutes during event, no children were inside
 - Cotton Candy Machine was not working at first, Carnival company brought new one and an additional to compensate.
 - For all of these mishaps, we received a \$1,000 off discount (20%) as well as a promise of \$500 discount for next year's event.
 - Estimated crowd of 1,000 plus people. Over 800 meals sold, 570 plus wristbands sold not including day of event sales.
 - Over \$1,000 Day of Sales in wristbands, tshirts, raffle tickets and cold water sold.
 - Chick-Fil-A ran out! Next year, new strategy on handing out food to make sure we have a ticket for every sandwich instead of the honor system.
 - Make sure we have a Volunteer lead for the Blacktop, Carnival Games and Concessions.
 - It was a very successful event overall, despite the hiccups, well done team!

BoxTops

- Donations have been down since handing out worksheets and clipping boxtops is not longer involved. Kids don't have a way to participate. App is required to scan receipts.
- Possibly send a flyer out to parents reminding them of the new Boxtops App and encourage them to either download it, or put their receipts in a box in the lobby for a Michelle/PTO member to scan.
- Class party for most Boxtops earning in a month is another incentive idea

Crossing Guards

- Still in need of volunteers before the weather starts getting too cold to recruit many more. Possibly create a flyer to include in Friday folders.
- New vests needed in larger mens sizes. Shawn to get pricing information.
- Looking at dates for walk/bike to school in Fall & Spring