



Board Meeting Minutes

Monday January 10, 2022

5:30 pm

**Location: Shepardson
Media Center**

Meeting called to order: April Price, 5:35 pm

In attendance: April Price, Wayne Thornes, Britt MacTavish, David Worford, Nicole Booker, Sarah Putman, Kelli Wallace, Heidi Habbinga, Pam Rice, Chelsea Hill, Becky Woodcox

Call to Order, Welcome, and Introductions

Approval of October 2021 Minutes - Heidi Habbinga moved to approve the minutes, Sarah Putman seconded, motion put to a vote, the minutes were approved.

Officer's Reports

Presidents' Report - April Price

★ Board Meeting Open house

- Open House will be the February 7th meeting
- Introductions to board positions and responsibilities, and committees for general members who are interested in learning more
- Treats will be provided, probably in take-away bags
- Notice of the meeting will be in all Friday emails and January newsletter
- One \$20 gift card prize will be given away at the meeting

Principal's Report - Wayne Thornes

- ★ In reference to the email from the district
 - Update on student and staff absences and the current situation at Shepardson

- Shepardson has had many student absences but it is not in outbreak status
- Shepardson is averaging 5-8 staff member absences per day and they are able to handle up to 10 with two in-building substitutes and staff that are flexible
- The district is committed to staying open

New Business

★ Trivia Night Silent Auction - Nicole Booker

- PTO will host an online silent auction again this year in place of Trivia Night
- The online auction is currently being set up and looking for donations and sponsors, contact Nicole
- An announcement will go out in the January newsletter and Friday emails
- Hosting platform last year was 32auctions.com - no members reported problems with the process of bidding and purchasing
- Support for the school will be available in purchasing replacement air filters for the purifiers being used everyday in the classrooms. Also, participants will be able to donate to support the purchase of shade structures for the school

★ Inflatable Screen

- Does the PTO want to purchase a screen for the school movie nights - approximate cost is \$200-400, size 20' - 24'?
- A better projector would also be necessary - approximate cost is \$400
- The next movie night is scheduled for April 6th, 2022
- Will add support for the purchase of the projector and screen to the online silent auction

★ Buddy Program - Nicole Booker

- The program is being adjusted to work with three pairs of mentors and new families - they have been introduced
- No feedback has been received yet regarding progress
- The program will be available and advertised again next year in the Fall

★ Coffee Stop Bus - Nicole Booker

- The bus was well liked by the staff. Came on a snowy day
- It did not receive as much traffic as it does indoors. Most staff only got one drink. Sometimes they all get two on coffee cart days
- Overall they were friendly, fast, and arrived on-time
- Nicole and Wayne's feedback was that the coffee and chai were just okay

- Nicole will keep researching what other options there are for coffee carts
- Looking into Human Bean as well

★ **Scissors** - Sarah Putman and Heidi Habbinga

- Distributed to all teachers, administrators, and many additional school employees
- They were a big hit!

Open Discussion

★ **Book Fair** - Kelli Wallace

- Set to be held in March, pending confirmation
- Question regarding backlog of books from Scholastic in classroom orders this fall, will this affect the book fair supply as well?
 - Kelli will check with the Scholastic representative and pre-order top sellers
- Noted that the Science Fair will be held March 10th & 11th
- Hope is to hold the book fair in the library. There are no library classes on Wednesday and Thursday

★ **Experience Fundraiser** - Wayne Thornes

- New school with half the student body as Shepardson raised twice as much as Shepardson does in a year with one fundraiser
- Basics of fundraiser is that you buy an experience for your classroom
- Kelli will contact the Banford PTO to find out more about the fundraiser and discussion will be continued

Meeting adjourned at 6:28 PM

Meeting Minute compiled by Heidi Habbinga