

General Meeting Minutes

Monday April 10, 2023 6:30 pm Location: Shepardson Media Center

Meeting called to order: 6:33 pm

In attendance: Britt Mactavish, Travis Hitt, Wayne Thornes, Nicole “loves PTO” Booker, Kelli Wallace, Marisa Williams, Heidi Habbinga, Becky Woodcox, Sarah Waible, April Price, Katie Brayden, Cassie Stanfield, David Worford, Corrine Disterhoft, Lauren Johnson, Susie Bender

Welcome

Minutes - March General Meeting minutes were presented, Marisa Williams motioned to approve the February General Meeting minutes, Kelli Wallace seconded the motion, the motion was put to a vote, the motion was approved unanimously.

Officers' Reports

President's Report— Britt MacTavish

- ★ **Committee opportunities**
 - An email will go out soon regarding committee needs
 - Looking for chairs and shadows for committees for next year
- ★ **Upcoming events** and close out of the year events
 - Movie Night – pushed to April 28th
 - Star Stampede
 - Decades Dance
- ★ **Reviewing 2023/24 calendar** dates

Principal's Report - Wayne Thornes

- ★ **New Literacy curriculum** adopted by the district
- ★ **Lead in plumbing fixtures**
 - 16 or 18 schools tested positive
 - The nine fixtures that tested positive have been shut down and are not accessible to the students and staff
 - Goal is to have them fixed by the end of the year
- ★ **Promotion ceremonies** coming up
 - And thinking about next year's school year

Treasurer's Report - Kelli Wallace

★ Income and Expenses

○ **Income**

- Direct Deposits (PayPal Giving Fund), Scholastic Book Fair (PTO is a pass through for funds, given directly to Scholastic and Media Center), Family Nights, Enrichments Funds (pass through).

○ **Expenses**

- STAR Stampede envelopes, Scholastic Book Fair (General and cash register seed money), Trivia Night (Music Special Ask), Teacher/Classroom Funds, Yearbook (15 for counselors).

★ Scholastic Book Fair

- PTO is a direct pass through to the school.
- Profits to the school come in Scholastic dollars
- Media Center buys also from another source as needed

Staff Report - Becky Woodcox

★ Teacher/Classroom Fund

- Getting Staff to spend their gift fund

★ It's a busy time of year!

★ Special ask for STAR Squad funding

- Hat purchase for hat day prizes
- Cost was \$178.54, enough hats for this year and next year
- Kelli Wallace made a motion for PTO to reimburse Becky Woodcox \$178.54 for the STAR Squad hat purchase, and for the funds to come from the 2022-2023 Special Requests budget line item. Marisa Williams seconded the motion. There was no discussion. The motion was put to a vote and unanimously approved.

★ Star Squad Coin Drive for

- Benefits Realities for Children
- Begins on Monday, April 17 - April 28
- Goal to raise \$900

Committee Highlights

★ Family Nights - Kelli Wallace

- Modern Market and Urban Air Spirit Night – April 12th
- Surpassed our goal
- One more Family Night dinner for the school year in May

★ **Movie Night** - Britt Mactavish for Jamie Karr

- Moved to Thursday, April 28th
- Start time – sunset 7:45 that night
- Researching a new projector
- Carry on with a 7:30 start time
- Revisit inside showing –
 - 400 people attended the last time, not enough room in the gym to accommodate
 - It's nice for the kids to be able to roam outside
 - Becky Woodcox will coordinate for lights and sprinklers
 - Gear Swap will happen at the same time
 - Asking for more advertising for gear swap
 - Jamie is sending out sign up for volunteers for Movie Night help

★ **STAR Stampede** - Lauren Johnson and Susie Bender

- Payments are coming in already
- Envelopes went home
- Information in Friday emails
- Looking for volunteers to count money at noon on event day
 - Kelli Wallace
 - Nicole Booker
 - Britt Mactavish
- Flyers going home in Friday folders as well
- Becky Woodcox will promote the event on Wellness Wednesday
- There will be a Trophy for the overall classroom winner this year
- Heidi Habbinga will share spreadsheet from Read-A-Thon for use in counting

★ **Decades Dance**

- Scheduled for the last Friday before the end of school
- We do not have a chair for it
- April Price has requested Root Beer
- April Price will send out a sign-up for volunteer support
- Need a playlist – set for a certain time that ends at the end of the event time
- It has always been a popular event

★ **Teacher Appreciation BBQ** – Kelli Wallace

- PTO Board is sponsoring
- Kelli Wallace will send out a sign-up for volunteer help

- Working to make it bigger
- Friday, May 5th

New/Old Business

★ Board Elections!

- Board elections were held with ballots distributed
 - President - Travis Hitt
 - Vice-President - OPEN
 - Treasurer - Marisa Williams
 - Secretary - Heidi Habbinga
 - Ways and Means - Chelsea Hill
 - Member-at-Large - Nicole Booker
 - Member-at-Large - Sarah Waible
- Vote held and counted. All candidates won their seats by a unanimous vote

★ Budget review – Kelli Wallace

- PTO will vote on the budget for 2023/24 school year at the May meeting
- Committee chairs feedback needed by April 21st
- Becky Woodcox suggested the removal of the \$500 for LEGO competing teams
 - LEGO coming out with new kits
 - The school will write grants for supplies when the school decides to continue competing with the new kits
- **Trivia Night** – review of the Special Ask
 - Discussion
 - Possibility to change the event to showcase what we fund and not include a separate Special Ask
 - Our income has increased when we added the Special Ask
 - Can it be more PTO specific? The paddle raiser fundraiser has to be a special ask
 - Becomes running a special fundraiser
 - Trivia Night needs to cover budgeted amount for operating costs
 - Special Asks are different incomes and can take away from the trivia night budget
 - Can be a PTO fundraisers as ask
 - We need to make sure for taxes that we are allocating the money in the right place

The Shepardson PTO mission is to promote the welfare of the students in the home, school, and community and to help build a close relationship between the student, parents and school staff/faculty.

- If we raise more in the special ask than we raise for the event
 - **Star Stampede** - Lauren Johnson and Susie Bender
 - Committee chairs will revisit supplier options for Read-A-Thon and Star Stampede envelopes
 - Where to redistribute the LEGO fund? Possibility to give to Star Squad.
 - Filters – not to be added to the budget
 - Bike to Work Day – Will not be added to the budget for now
 - Shade Structures are paid for and will now become School Furniture
 - Student and Staff directories are being removed
 - There will be a longer Budget Discussion and Planning meeting in the near future - Kelli Wallace will arrange

Open Discussion

Meeting Adjourned at 8:04 pm