

General Meeting Minutes

Monday March 6, 2023 6:32 pm Location: Shepardson Media Center

Meeting called to order: 6:39 pm

In attendance: Britt Mactavish, Nicole “loves PTO” Booker, Kelli Wallace, Marisa Williams, Heidi Habbinga, Becky Woodcox, Sarah Waible, Corrine Disterhoft, Lauren Johnson, Susie Bender, Hailey Steiner, Corey Karr

Welcome

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

Officers' Reports

President's Report— Britt MacTavish

- ★ **Recruiting for PTO** - talk positively and often about the PTO to friends and neighbors and help recruit more participants.
- ★ **Next Month is Board Officer Elections**

Principal's Report - Becky Woodcox for Wayne Thornes

- ★ **Successful Science Fair**
 - 82 fifth graders participate as either single submissions or as a pair submitting
 - The winning boards will be displayed around the school
- ★ **Budgeting process**
 - District and Shepardson enrollment projection for next year are different
 - Shepardson got a medium risk plan approved, which will initially give more funding to the school based on projected higher enrollment
 - The school will not hire back 3 classified paraprofessionals next year
 - One para is retiring that will not be replaced
- ★ **Science Special** - Squishy Circuits
 - The class was Fun! Thank you for all the help making squishy dough.

Treasurer's Report - Kelli Wallace

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.

★ **Trivia Night**

- Final sales of auction items and distribution are being completed

★ **Amazon Smile**

- Verified distribution received
- One of the last as the program has ended

★ Changes are being made to the electronic drive file of the Bylaws in the PTO records

★ **Treasurer's report**

- Income from Trivia Night, PayPal giving fund
- Expenses included Trivia Night, Special Requests, Teacher/Classroom Fund, Accounting Software Fee, Book Fair Seed Money, and State License Fee.

Staff Report - Becky Woodcox

- ★ Included in the notes above

Committee Highlights

★ Upcoming **Family Nights**

- Urban Air - 4/12
- Modern Market - 3/22
- Snack Attack was on the school snow day, they will be rounding up their percentage due to the weather

★ **Book Fair** is this week! - Kelli Wallace and Cassie Stanfield

- Volunteers: All volunteer shifts are covered
- First day tried moving the registers during high traffic hours to stay on the internet and keep sales flowing

★ **Movie Night** - Corey Karr

- Friday, April 7th
- Movie Options -
 - Hop or Clifford the Big Red Dog
 - Proposal - Should we reconsider Encanto? The group voted Yes!
 - Discussion regarding the weather and location and showtimes based on sunset followed
 - Two showings? Both inside? Or start at sunset outside – 7:31 is sunset
 - Two showings is more work

- Community involvement is better during with the outside show
- April and Britt are looking to see if there are options for a projector rental/borrow so that we may start before 7:30 pm.
- Concessions - Corey Karr will make more hot chocolate
- Star Squad spirit gear swap shop – we will try it again the night of the movie night. A basket will be placed in the school lobby to collect donations
- Becky Woodcox will work with the Star Squad to recruit student help with the concessions and spirit gear swap shop
- Volunteers needed for the movie
 - 4 for set-up, 2 for the snack table, and 4 for breakdown – a sign up will be sent out with a volunteers request

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

- Friday April 28
- Planning has begun
- Planning Committee has requested the specials schedule to set-up the running schedule
 - The schedule will be distributed to the school community
- Counting the donation money -
- Lauren Johnson will set up volunteers to do the counting during the day, after the stampede
- Fundraising focus is for the classroom furniture

★ **Decades Dance** - There is no chair for this event

- May 19!
- The event has been moved to later in the spring
- April Price will reach out to CooperSmith's for a beer donation
- Will ask for volunteer for the event through other communications to the PTO email list

★ **Yearbook Update** - Erica Selby

- Cover contest ends this Friday, 3/10
- 5th grade baby photos are due Friday, 3/10
- Ordering - cost will be \$18 for a yearbook and will be due on the April 21
- Yearbook committee has a Gmail account for Shepardson community to use to share photos for the yearbook
- PTO buys for extra yearbooks for the counselors to distribute



- Kelli Wallace and Erica Selby are verifying the number of books requested by the counselors
- Fuller discussion regarding what the income from Skillman was that was received last summer, regarding a commission

New/Old Business

- ★ **Committee chairs** - vacancies/changes for 2023-24
 - Some committee chairs are looking for shadows for next year to pass along knowledge and experiences as their children are going to graduate from Shepardson in the next one to two years.
- ★ **Board Election** Slate will be announced for 2023-24
 - Election next month

Meeting Adjourned at 7:25 pm