

Circle Benton Elementary
PTO Meeting
August 7, 2017 6:30 – 7:30PM

Meeting duration: 60 min | Call to order: 6:30pm | Meeting end: 7:30pm | Attendance: 15

Officer Reports:

Secretary: May 2017 Minutes – Read, motioned, seconded and accepted.

Treasurer: May – August Expenses reviewed, motioned, seconded and accepted.

Room Mom Coordinator: Abby Maclaskey will be in charge of a table that will be set up at the back to school/meet the teacher night on August 15th and will be recruiting parents for the room mom/parent positions. We will also have information there about what PTO does for the school and our upcoming fund raiser.

President: New President Maria Engels reviewed the goals set by the PTO board for the upcoming year. Those goals are:

- **Electronic document storage of all PTO fliers, records, etc:** We will have a google doc's account where all of these will be stored for historical information so that we don't have to create things from scratch or try to find information on food quantities purchased for events, etc.
- **Be an approachable and informative Board – Increase knowledge of what PTO supports for the school and increase help/attendance:** We are going to increase efforts to make PTO more visible at events with increased signage about what PTO does and how it benefits the children.
- **Student focused and driven:** It's all about how we can benefit for the children attending this school.
- **Work with District/Mr. Leis to update signage, facilities, etc:** While this will have to go through the district and will take time to achieve, the PTO would like assist in any way possible to update the signage on the building as well as the sign out by the street.

New Business:

- **Solar Eclipse Glasses:** Only 3 vendors recommended by NASA as having approved glasses still have the quantity that we need in stock. After discussion a motion was made, seconded and approved for PTO to spend \$400.00 to purchase 300 pairs of glasses from the Eclipseglasses.com, the same vendor that Oil Hill used to purchase theirs.
- **Back to School Night Table:** Format for the evening is come and go from 5:30 to 7:00 for parents and children to meet their teachers and drop off supplies. Abby will be at table to recruit room parents for most of the evening; one of the other board members will need to fill in to allow Abby to go meet her children's parents.
- **Teacher Survey:** The PTO will send out a survey to Circle Benton teachers to get feedback on what they would like to see the PTO doing. The Survey will go out within the next month and will cover things such as:
 - Are there things that teachers would like to see changed at the conference and appreciation dinners that PTO provides?
 - What items would they like to see provided for the children?
 - Is there any big ticket item that teachers/staff would like to see PTO setting a goal for?

- **Purchase ideas:** Ideas that have been suggested for PTO to consider purchasing for the school:
 - Water Bottle Fillers that would go on the drinking fountains. Plumbing needs to be checked on this. Would we need district permission?
 - Creating a more welcoming area in the inside entrance of the school. Parents coming in to pick up children and the children themselves tend to gravitate to this area – how could we make it more welcoming and user friendly?
 - STEM Maker station/cart that could be used by teachers to stimulate creativity in STEM areas. Could also be covered by a grant if teachers requested.

Committee Reports:

Fundraiser Committee: Trash Bag sale – Natalie Razey will have samples available at the PTO table at the back to school/meet the teacher night. The goal is to send the fundraisers home on August 22nd after a kick-off assembly. Other items discussed were ways to increase participation with daily prizes and/or offering a buyout option for parents. The fund raising committee will follow up on these items.

Principal Update: Mr. Leis provided enrollment information. The number of children enrolled this year remains basically the same. There are currently several out of district students. As our local enrollment is not at capacity this is fine.

Counselors Update: Mrs. Singer is looking forward to the start of the year and welcoming the children back.

Teachers Update: Mrs. Hermann shared that due to careful budgeting of fund received from PTO the first grade was able to have the Bug Lady come out before the end of school last year.

Library Update: The book fair will be combined with the Family Night Barbecue on Tuesday, September 5th. We will have the same menu as previous years with hamburgers, hotdogs, chips, etc. We need to check to see what supplies we have and what we need. Tara Swift will check on this and also contact Jennifer Bruendl who is handling the purchase of the meat for this event. There will also be an author from Watermark Books who will visit the school the end of September.

Benton Backyard: Summer planting was done; tomatoes and peppers are ready for picking. Beds are ready for classes to do fall planting when they come back to school. The district provided people who came this week and cleaned up the front beds, mowed and edged everything.

Box Tops Coordinator: Everyone can start collecting for the class competitions. We need to check on availability of an app that can be put on phones where you scan the product barcode and your receipt. Credit goes directly to the school that you have set up

Thursday Moms – Supplies: There is a budget line for supplies for Thursday moms. There will be some new scissors purchased with a small amount of these funds and a list made of other items that are needed.

Meeting adjournment motioned, seconded and passed: 7:30pm

Next PTO Meeting: Monday, September 11, 6:30pm in the school library.