

Circle Benton Elementary
PTO Meeting
August 6, 2018 6:30 – 7:30PM

Meeting duration: 81 min | Call to order: 6:30pm | Meeting end: 7:51pm | Attendance: 18

Officer Reports:

Secretary: May 2018 Minutes – Read, motioned, seconded and accepted.

Treasurer: May 2018 check register reviewed, motioned, seconded and accepted.

2018-2019 Budget: 2017-2018 actual vs. budget submitted for review

2018-2019 Budget – Reviewed, motioned, seconded and approved.

Room Mom Coordinator: Sign up sheet at PTO table on back to school night August 14th. Looking for volunteers to be room parents – responsible for Fall Party/Valentines Party/recruiting room volunteers for Spring Fling.

Communications Coordinator: Responsible for all emails and the PTO Facebook page. Available to help set up Signup Genius signups.

President – 2018 Board Goals – Carry over from last year:

- **Electronic document storage of all PTO fliers, records, etc:** We will have a Google Docs 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.
- **Increase help/attendance:** Get more parents involved in PTO activities. Hoping that our mixer will help with this.
- **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:

- **Back to School Night:** 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. PTO will have a table manned by board members to greet parents and answer any questions about what we do. Abby will be at a table to recruit room parents.
- **Trash Bag Sale:** Our fall fundraiser will start shortly after school starts. Need to communicate what the fundraiser is going towards – make advertising “Help Us Reach Our Goal” and explain what that goal is. We will have to purchase prizes this year as we are out. Water Bottles were suggested for the prize and the idea of getting someone – one of the banks? – to sponsor the bottles was also suggested.
- **Book Fair & Family Night – Tuesday, September 4th – 5pm to 8pm:** Darci will set up a sign up genius for library and barbecue workers. Amy May will take care of purchasing food – this will be her last year to do this so need to find a new person to take this over.
- **Mixer at Stearman – Friday, September 14th 6pm:** PTO will be hosting a mixer at Stearman to allow parents and teachers to meet one another and hopefully to spur interest in PTO. PTO will provide some appetizers and JJ Vega has agreed to donate his time to provide musical entertainment. Need to decide if we are providing any door prizes and talk to Stearman to ask if they will discount any food. Suggestion of a 50/50 raffle for the door prize was made. Also need to have flyers and a poster

available at Back to School night. It was suggested that if we do name tags that we have people put their name and what grade their child is in.

- **Swing Set Update:** There is a chance that the swing set on the main playground will be removed before school starts. The district will not replace this. We have part of the money in savings to purchase a new one but still need approximately \$4000. Money earned from the trash bag fundraiser will go to this. Other suggestions of ways to raise money were through grants or a Go Fund Me fundraiser.
- **School Supply Boxes:** Orders so far have been slow. Reminder went out via e-mail today. The sale will end on the 15th.
- **Dinner Night Out Coordinator:** Fund raising opportunity where many of the local restaurants such as Freddie's and Papa Murphy's will work with us to set up a night that a portion of the sales will come to us. We need someone willing to work with these places to set this up on an every other month basis.
- **Writing Contest:** Most of the discussion for the writing contest was tabled to next month due to time. We did discuss that Tawnya would like to form a committee made up of teachers and parents to oversee this. We will have a sign up sheet available for anyone who would like to be involved at the PTO table on back to School Night.

Updates:

Principal Update: The hallways and lunchroom were painted this summer – Thank you! There will be a change in the location for parents to drop their children off in the morning with the new drop off being at the sidewalk so that children are not walking across the parking lot. Mr. Leis will be sending out a communication on this.

Counselors Update: Mrs. Singer will be working with some students on a new leadership program this year. Please let everyone know that she is available as a resource providing confidential help with any issues.

Teachers Update: No report

Library Update: Summer reading dates were well attended this summer. Ready for the book fair.

Benton Backyard: No report

Box Tops Coordinator: No report

Thursday Moms: No report.

Meeting adjournment motioned, seconded and passed: 7:51 pm

Next PTO Meeting: Monday, September 10th, 6:30pm in the school library.