

## MIAMI ELEMENTARY PTO

### October 16, 2023 Meeting Minutes

**Date, Time & Location:** Monday, October 16, 2023 6pm Media Center

**Meeting called to order by:** 6:01pm

**Attendance:** Kristin Legato, Craig Bulgrin, Zaneta Brown, Alicia Pierre Louis, Amanda Mock, Jen Meinhold

#### **Principal's Report:**

- We had the second audit. They were very impressed with everything we had going on, especially since every grade level (besides 4<sup>th</sup>) has a new teacher. We are ahead of where a lot of other second-year schools are.
- Day of Office was a success however we made less money this year than we have in the past. We will want to re-evaluate for next year if we want to continue with this.
- Picture retake day is Nov 6 or 8 with Lifetouch. We are considering doing Spring Pictures in February with schoolpictures.com. Since we have no one to design a yearbook this year (Mrs. Braun is no longer here), we will need a parent volunteer to set it up if we continue with Lifetouch.
  - We collaboratively decided to use schoolpictures.com instead. They will do the yearbook for us as long as we send in pictures
    - Jen Meinhold and Kristin Legato have volunteered to be the school picture takers! Jen will create a dropbox that can be shared to drop pics in.
    - Mr. Bulgrin will get refunds for the yearbooks sold already – we only had 55 sold.
- Purchased a reverse dunk tank with Erie Elementary
- Shout out to Mandy Mock, Ms. Tina and the rest of the lunch crew. These ladies are amazing! They get breakfast packed up and sorted to the classrooms each morning early enough that no literacy is interrupted. WTG!! It's a lot of work and doesn't go unnoticed.
- Conferences this week
- Book Fair this week

#### **Teacher's Report:**

- Still have parapro positions available
- Always have sub positions available – apply on Edustaff
  - Referral Code: <https://edustaff.referralrock.com/l/1KRISTIN43/>

### **Treasure's Report:**

- Still pending new system update which will hopefully eliminate unnecessary budget lines for events we do not have at the school any longer.
- Budget is unknown at this time.

### **Officers' Report**

- Day of Awesome collaborative breakdown analysis
  - Positive:
    - We had enough volunteers to serve the event
    - The number of bounce houses seemed good/little wait times
    - One grade level at a time worked fabulous
    - Volunteers were helpful
    - Donation of popsicles = no cost to PTO
  - Keep or Change for Next Year:
    - Get something other than jousting as the sticks were too heavy for the younger grades
    - Find company who will put bounce houses on tarps on cement as the kids had cold feet
    - Offer water outside
    - Popsicles for everyone or don't do them at all
    - Send opportunities for more parents to participate throughout the week and for DOA
    - Add more communication of what the incentives were with names of winners/pictures of winners to post on Facebook
    - Add pictures of event on Facebook with a thank you
    - Look into who Ojibwa used as they only take 4% of total earnings!!
- Spring Fling tentative date – May 31
- PTO Meeting Dates scheduled for rest of year are as follows:
  - Nov 20
  - Dec 18
  - Jan 22
  - Feb 12
  - Mar 18
  - April 15
  - May 20
  - June 3 – this will be the year end wrap up and new officers will be voted in
    - All meetings will take place at 6pm

### **Follow-up Needed by next meeting!**

- Jen Machesky — QR Code

- We still need QR codes set for basketball and volleyball
- Jen Machesky — Snack Cart
  - Do we have a plan for during lunch or end-of-day? Sign up genius? Do we have a list of dates for the rest of the year
- Jen Meinhold, Kristin Legato -- Yearbook Committee
  - Set-up dropbox
  - Set dates to take pictures
- Jen Machesky -- Grade Level Shirts
  - Where are they? Do they need to be sorted by sizes/grades (can someone do this during our ½ days this week)
  - Set up new tie-dye day
- Mr. Bulgrin — Dunk Tank
  - Set up new date to get dunked
- Kristin Legato -- Spirit Store
  - Contact Marvelous Promotions to set up a store
  - Add both youth and adult sized wear
  - Have orders submitted and delivered for Christmas
- Tina Miller — Spirit Night
  - Do we have pictures taken from Chick-Fil-A that we can post on FB to celebrate?
- Jen Machesky – Day of Awesome
  - Do we have pictures taken from DOA of winners holding big prizes that we can post on FB to celebrate?

**Next Meeting:** November 20 at 6pm

**Meeting adjourned:** 7:21pm

**Minutes compiled by:** Kristin Legato, Vice President