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## PTO Minutes from 8.10.23 meeting

1 message

Madison Grant Elementary PTO &lt;mgelementarypto@gmail.com&gt;

Tue, Aug 22, 2023 at 8:00 AM

To: Pto-teachers-email@googlegroups.com, pto-volunteers-2324@googlegroups.com, pto-executive-board-members@googlegroups.com

Hello everyone,

Below are the minutes from the August 10th PTO meeting.

The next meeting is Thursday, September 14th, from 5:30 pm - 6:30 pm at Summitville Elementary; children welcome!

We are in need of volunteers for the upcoming mum pickup on September 7th, and the Dan's Fish Fry fundraiser on September 19th.

If you can help out with the mum pickup, please click here to sign up: <https://forms.gle/4qDy6gdmWVTrdb6F6>

If you can help out with the fish fry, please click here to sign up: <https://forms.gle/UG5312mS2JLGZ5538>

Follow our Facebook page - Summitville & Park Elementary PTO - and be sure to share our posts to get the word out about our events.

If you have any questions, please respond to this email. Thanks!

"Minutes for Madison Grant Elementary PTO Meeting 8/10/23 at Park Elementary

Attendees: Kyleigh Shonk (President), Mariah Johnson (Treasurer), Traci Goltz (Secretary), Andy Brown (Principal, Park), Jessica Marcum, and Devina Conner. A virtual meeting invite was not sent for this date but will be forwarded for next mtg.

Meeting opened at 5:34pm

Andy will ensure that PTO mtg minutes will be posted on the FB page for interested parties.

Officer Update:

Sam Barnes has resigned as President eff. 7/25/23 and Kyleigh Shonk (former VP) has assumed this position per by-law protocol. Election for open VP position was held and Devina Conner will serve as new VP by unanimous vote. Mariah Johnson is serving as Treasurer and Traci Goltz is Secretary for this school year.

Fiscal Update:

Current bank balance is \$33,357.32. 0 expenses have been paid since last meeting and deposits equaling \$1,425 have been made (\$165 Papa Johns; \$1,260 fall carnival). We currently have a small cash credit (\$4 + last year's credit) from SchoolKitz which is outstanding at this time. It was agreed that the bank account will be relocated to another bank to allow for easier/closer branch access. Sample budget was presented and (based upon last year's expenditures) increases will be made to following line items: 1) kids Xmas T-shirts, 2) 6 th grade t-shirts, 3) and Supplies (stamps, etc.). A PTO operational line item will be added for \$200.00. The line item for teacher appreciation shall be adjusted based upon the number of teachers. Principals shall forward these numbers to allow for proper budget calculation. The following line items will be reduced: 1) skating parties, and 2) save the date PTO mtg reminder magnets. Skating party costs will be reduced as each school will have its own party 1x/year instead of 2x/yr. Magnets (approx. 50 qty) will only be provided to those current PTO members and individuals who express interest in participating. The following line items will be eliminated: 1) 6 th grade picnic, 2) 6 th grade graduation reception, 3) art show reception, and 4) cookies & canvas. These changes will be presented in a proposed budget at next mtg for review/approval. Per PTO by-laws any monies spent on sales taxes for purchases can no longer be reimbursed. This stipulation became effective when the PTO gained 501(c)3 status. This new information must be communicated to all teachers and anyone who makes purchases with PTO monies. PTO has tax exempt accounts at the following stores: 1) 5 Below (Anderson), 2) Hobby Lobby, 3) Oriental Trading Company, 4) Dollar Tree, and 5) Gordon Food Service (GFS). Staff should consult a PTO officer if they would like to utilize any of these accounts. Andy is requesting that all field trips be taken by 4/1/24.

Upcoming Fundraisers/Events:

Dan's Fish Fry on 8/22 was discussed. PTO has done a drive-thru option only since COVID but is now proposing to change back to a sit-down all-you-can-eat meal with drive-thru option instead. Andy indicated that he would like to offer this new option but needed more time to accommodate the change at his school. All voting members were in agreement to offer the sit-down meal option if the vendor could accommodate a later date (in Sept or Oct). If the vendor is unable to accommodate a later date, we will continue with the original drive-thru plan on 8/22. Vendor cost to do full-service sit-down is \$8.55 for adults and \$6.55 for kids. Traci has priced out items at GFS to determine that no cost savings would result from PTO providing our own sides and paper products. It was proposed that PTO raise the price from \$10 to

\$12/adult & \$10/child. Mariah consulted with Ms. Dishman to determine that National Honor Society students will sell drinks/ desserts and will volunteer to assist during the event to raise funds and earn service hours. An online sign-up sheet will be available and teachers often volunteer for this event as well. This event can be advertised on student take home fliers, school & local firehouse electronic signs, downtown Summitville sign across from Circle K, newspapers, local restaurants. Mum order forms are due to school on 8/11; our final numbers are due to Hood's Greenhouse on 8/14. Our cost from the vendor per mum is approx. \$5 (+\$95 delivery fee per truck) We are selling for \$10/mum. Mum delivery will be 9/7 at Park 3:30-5:30pm. Hood's will deliver plants at 12 noon and Andy will have 6 th grade students unload trucks. Approx 50 volunteers will be needed to load mums and an online signup sheet is already available on FB. Student incentive prizes will be awarded. Fall Carnival is 11/3 and Santa Shop for SES is 12/7-12/8 and Park is 12/14-12/15. Dates for skating parties TBA but it was suggested that each school has 1 party per year (1 in fall and the other in spring) and PTO covers all skate rental fees. Preliminary Auction discussion included possible discontinuation of the event; and need to identify potential replacement fundraisers. A surprising number of individuals (20+) have expressed interest in PTO via online signup and Back-to-School sheets! Ten PTO meetings were scheduled (2nd Thursday of each month): 8/10, 9/14, 10/12, 11/9, 12/14, 1/11, 2/8, 3/14, 4/11 & 5/9. Meetings will begin at 5:30 unless other participants join who are unavailable at this time.

By-Law Updates:

Summary sheet of proposed updates was provided, but mtg did not afford time to discuss or vote. This item will be on agenda for next mtg. Next meeting is 9/14 at 5:30pm at SES.

Mtg adjourned at 6:44pm.

Minutes prepared by Traci Goltz on 8/12/23"

Have a great day!

Kyleigh Shonk

MG Elementary PTO President

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