



King PTO Meeting: 7 March 2016

Meeting started at 6:08pm.

Attendees: Michelle Hubbard, Kassi Robinson, Patty Boudreau, Jim Boudreau, Rae Reynolds, Kristi Moe, Meghan Wood, Lindsay Boyd, Jessica Brown, Anna Hooghiem

Guests. Mr. Boudreau, serves on the Board of Education.

Budget Review. Budget update presented by Michelle Hubbard. Current balance is \$8,562.72 without sending out a check for ABC Fundraising. A spreadsheet of budgeted items is not currently on file. Estimated budget is as follows:

- \$150 – BBQ/Homecoming
- \$1000 – Christmas Store
- \$200 – Candy Grams
- \$250 – Teacher Appreciation
- \$1500 – Scholarships

Other items PTO pays/assists with, including but not limited to, Fall Fundraisers, Spring Fundraisers, grade level offerings.

Fundraisers.

ABC Fundraiser brought in approximately \$4500. We made about a 40% profit with submitted sales. Feedback: Think about timing for following years. ABC was competing with multiple other fundraisers going on in the school.

Candy Grams raised about \$461. This year's sales were about 461; each had a profit of about 40¢ each. Cookbooks. Rae researched and income will not be beneficial for the PTO and the school.

Scholarships. Scholarships are due March 31st. Need volunteers at next meeting to review submitted scholarships. Scholarships will be awarded at Senior Night. Volunteers will need to meet one hour before April 4th meeting to review and select recipients.

Teacher Appreciation. Dates are 2-6 May. Breakfast and coffee will be provided for teachers from the District. Breakfast on Friday will be provided from PTO. Rae will assist with putting together a pdf flyer to encourage teacher appreciation participation. Teacher favorites will be sent to board by Michelle to update for upcoming appreciation.

School Kits. Need by the last week in March. Kassi stated will coordinate with Ms. Coleman to purchase, organize and distribute.

Field Day, May 13th. Those present agreed to use ice pops for field day; Mrs. Bentley will put in a P.O. to have popsicles ready for field day.

Box Tops. Next due date for Pizza Party cut off is April 12th for Pizza Party on April 15th. Next check will be approximately \$274 which will be received around end of April. Any balance on the account will be paid at next distribution in December.

Labels for Education. Program is going to be discontinued in August 2016. Current balance is 1623 points. LFE is not updating catalog so catalog for 2014-2015 school year is the catalog to choose items from.

Bylaws. Mrs. Bentley & Michelle passed out current PTO Bylaws. Reviewed by attendees; no input given at this time.

PTO Job Descriptions. Elected positions are President, Secretary and Treasurer. Further clarification on treasurer requested. Response: The current point of contact for Treasurer is Ms. Coleman. Since money/accounting is handled by school and district, the PTO has limited hands-on. Elected PTO officers count money and organize for deposit for Ms. Coleman. District takes care of payments out of PTO account. Checks are cut by district on Fridays. PTO prefers all deposits to be given to Ms. Coleman by Wed., Thurs. the latest.

PTO Nominations. Draft Nomination form sent around for feedback. Michelle will send out draft copies of what is already in place; Rae will update as per guidance from Principal & PTO President. PTO created an email for continuity; Mrs. Bentley stated will check with District to see if gmail account is acceptable. Mrs. Bentley stated if gmail is unavailable, she will check to see if district can issue one specifically for PTO to keep continuity from year to year nominations. Rae will update nomination form based on input and send via PDF so teachers can share in Class Dojo.

President Notes. This is Michelle's last year at PTO President. Michelle will put together files to equip next year's PTO board for success. Stated will put documents together on a thumb drive.

Teacher Input.

Class Dojo. Teachers requested if information for parents can be sent via PDF so it can be forwarded to parents through Class Dojo.

PTO deadlines/upcoming dates. Teachers are requesting deadlines or upcoming dates to help the PTO get information out to parents and encourage involvement.

Principal Notes.

Report Cards coming home soon. Parent/Teacher conferences are also coming up. Mrs. Bentley reviewed the school calendar. Great things coming up – Battle of the Boos for the 5th graders. The group will be participating at the district level (March 31st) and the Regional level (April 14th). Testing will be after Spring break from March 29 – April 29. Tests will be done in the mornings only and through Park Company. No intermural's until after Spring break. Parental input for next year's teacher will be available April 25th and can only be picked up at the office. GT Kids project based studies for 5th grade is April 19th, 3rd & 4th grade is May 11th. District showcase talents within school is on Saturday, April 23rd. Times will be sent out in newsletter. Bingo for Books on March 31st. PTO can have a booth at Bingo for Books. Information on school programs will be shared between each game. There will be a BOGO at the book fair during the event. Yearbook flyer's will be going home soon as well.

Next meeting: April 4th, Library @ 6pm.

Meeting Dismissed at 7:31pm.