

E.O. Muncie Elementary School PTO Board Meeting—April 17, 2018

Call to Order **The meeting was called to order at 6:06 pm.**

In attendance were: **Holly Magrath, Marissa Horvath, Alicia Berry, David Horvath, Cherese Manns, Carla Cheatham, and Amy Whitaker.**

Welcome

New Business

1. Treasurer's Balance-Marissa. Current balance is \$ **9457.48**. **A check was written to pay for Bats tickets, too.**

2. Box Top Balance-Karrie

3. Book Fair

a. Volunteers still needed? **Yes!**

Monday: 10:30-2:30 (Holly,Rhonda Scott); 12:00-2:30 (Barb Snipes)

Tuesday: 12:00-2:30 (Holly,Barb Snipes)

Wednesday: 12:00-2:30 (Ann Schwartz, Rita Shearer, Barb Snipes)

Thursday: 10:15-2:30 (Marissa; Holly; Amy @ 11:30; 12:00-2:30 (Barb Snipes)

Thursday night from 5:00-8:00 (Amy will ask EOM staff at the next faculty meeting; Marissa, Amy)

Friday: 7:45-2:30 (Holly, Alicia; Amy on cleanup); 12:00-2:30 (Barb Snipes)

b. Scholastic Online Access (username and password from email from Mr. Horvath)

c. We will also need help setting this up along with hanging up posters and materials in the next week or two. (Volunteers?)

Set up at 2:40 Friday, May 4th. Amy will log in to the site and update log in info. Amy will get Scholastic boxes in ISTEP room and hang posters. Holly will work on this, too. We'll have them hung by May 2nd.

4. Track Shirts--**PTO involvement is not needed.**

d. ECA funds that can be used for track shirts this year?

e. What \$ ECA can't fund PTO covers.

f. East Printing-quote

g. Box Tops \$ to fund?

5. Anything else?

- h. **Teacher Appreciation Week is the same week as book fair :) Food and time are important :)
Monday, 5/7--
Tuesday, 5/8--Horst's donuts (Holly); coffee from The Attic (Alicia); fruit tray (Marissa);
delivered by 7:30 AM
Wednesday, 5/9--
Thursday, 5/10--catered lunch @10:30 Red Pepper (broccoli salad, bowtie pasta, salad assortments); we have vegan teachers, too!
Friday, 5/11--flower basket 'raffle' (Amy)**

Old Business

1. Vote on brainstorm ideas (from last meeting) to implement for new school--How can PTO help?
2. Any other new ideas? **=Mr. Horvath's top picks
 - h. maybe a rug in school colors with school name; check with Mr. Horvath and Ashley Schutte for final name and colors; contact Jill Mires for rug ordering information
 - i. new sound system for use in gym-**We have a new sound system!**
 - j. metal detectors
 - k. **spirit wear and lanyards for staff and students/families in November; make it house apparel/colors; oversee spirit wear stores Alicia and Marissa will take this on thinking about logistics and designs
 - l. **put up bulletin boards to decorate the building for the big move--prepare bulletin board with construction updates/pictures; David, Holly, Cherese, and Amy will take care of the bulletin board by the main office.
 - m. ask teachers what kind of help they'll need or what things they want for the new building; Google Form/Survey to come later this year or the beginning of next year
 - n. think about how our PTO can truly make a difference in our school--What can we do to help attendance? academics? school pride
 - o. fundraisers: ask Mr. Horvath about starting give-back nights at restaurants.
 - p. carts and games/activities for indoor recess (primary/intermediate)**
3. Make signs to put in pick-up line on PTO meeting days. Laminate poster board? Holly and Amy will continue to work on this.
4. Santa Store
 - a. Survey Results? (Amy); teachers liked the store, but more time was needed--maybe even a chance for students to browse before buying; more less-expensive items. Notes have been made and saved for next year!
5. A fundraising company contacted us and wants the following information (they want to help us raise more money):
 - a. What is the enrollment at the school? **360**
 - b. What type of fund raiser do you do in the Fall and/or Spring (catalog, cookie dough, candy bars)? **The school does cookie dough in the fall and spirit wear sometimes; PTO does candles in the fall, Art To Remember in the spring; Jump Rope for Heart in spring**

- c. What types of incentives were offered with these sales? **cookie dough--threshold prizes (coops); candles--Santa bucks for our Santa store; JRfH--monster keychains**
 - d. What was your retail/total sale? **cookie dough: ??; candles: \$3000; Art To Remember: ??**
 - e. What is most important to you/your group when choosing a fundraising company?
6. PTO voted electronically “yes” to help with Scholar Showcase Night items (paper goods: the 'doggie bag' brown bags, plates, and napkins). Scholar Showcase Night committee used whatever we had in our PTO cabinet first, before purchasing additional items. **The items needing to be purchased have amounted to very little; literacy night committee people are donating them. But thank you!**

We’d like to organize an open house for the new school.

The next meeting will be held **Monday, May 14th at 6:00 pm** in the EOM Learning Commons. All are welcome! We will have childcare!

Adjournment **at 7:12pm.**

Respectfully submitted,

Amy M. Whitaker