

PVMS PTO Meeting Agenda

November 5, 2015

Attendance: Heather Helwig, Emily Campbell, Ray Bernier, Sarah Burton, Donna Sharkey, Tracey Turner, and Melissa Lennon

1. October Meeting Minutes

2. Treasurer's Report

- Monthly Income: \$401 (\$6 dues & \$395 GLScrip)
- Monthly Expenses: \$1,239.45 (\$500 Choir, \$375 Puppets, \$364.45 GLScrip)
- Balance: \$4,597.40

3. Principal's Report

- Unified Club with NFA
 - 9:30 a.m. Pep Rally on 11/12 for grades 3, 4, & 5 with departure to NFA around 9 a.m. that will include marching band and John Franklin Stevens as the guest speaker
 - Flyer will be sent home to sign up and join the club
 - First scheduled event will be 11/23
- 11/9 – Board of Education meeting
- 11/10 – Veterans Day Assembly at 1:30 p.m.
- 11/12 – Unified Club Pep Rally at NFA
- 11/16 – PAB meeting at 4 p.m.
- 11/20 – Family Fun Night
- 11/23 – Unified Club Event
- 11/24 – School Picture Retakes
- 12/3 & 12/4 – Parent Teacher Conferences
- 12/7 – 12/11 – Holiday Store
- Math In Focus presentation was good; 15 families were represented

4. Program Reports

- Box Tops – Sarah Burton
 - Check for \$3,618.50 expected in December
 - Hope to be one of the winning schools for the bonus points for early submission
 - Ongoing sweepstakes available online; daily entry
- Labels for Education – Jessica Berube
 - 5,812 points accrued with 3,350 points sent in now
- Got Books – Heather Helwig
 - Box emptied after the start of the school year
 - Box currently is not full
- Great Lakes Scrip – Melissa Lennon
 - Orders will be placed immediately, but gift cards will be held for seven days after the checks are deposited to allow time for checks to clear
 - If checks do not clear within the seven days, the PTO will not distribute the gift cards to the family and will resell them

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- Melissa will be authorized to deposit the GLScrip checks to help streamline the process, and all verifying paperwork will be given to Emily (bank receipt and GLScrip PO)
- Target Red Card – phasing out ending May 14th
- Shop & Stop A+ Rewards
 - Would like someone to take charge of this program
- Mixed Bag – Adrienne Deck (starting approx. March)
 - Program will be placed on hold for now due to health issues

5. *Event Planning*

- Veterans Day (Nov 11th) – Danette Dykema
 - All going well
 - Program may be a bit longer than in years past
 - Lisa Wotring will see if Mark can Skype at the Veterans Day Assembly
- November Family Fun Night – Family Dance (Nov 20, 2015)
 - Received confirmation from DJ
- Service Members Holiday Cards – Lisa Wotring
 - Recommended cards instead of care packages

6. *Assemblies*

- Hartford Stage After School Program (Grades 4 – 5) – Heather Helwig
 - Few issues need to be worked out yet
 - May be a larger interest than spots available
 - Company would like older students to go first, but there is a conflict at school with basketball season
- Unified Culture Club with NFA – Heather Helwig
 - Discussed thoroughly during Principal's Report

7. *Old Business*

- \$50 fee to maintain 501c3 status
 - Request has not be received yet
- Trunk-or-Treat (October 23rd)
 - Successful night
 - Amy paid Parks & Rec staff for the night to work several aspects, which was very helpful
 - Returned unused candy at the end of the night to Walmart and received a credit; candy donations from Preston Corn Maze was helpful!
 - All the Right Moves did a great job, passed out candy, and did not bring families
- Spirit Wear for PVMS (Preston Panthers) – Heather Helwig
 - Discussed design logos – like something similar to what was on the magnets – will use blue and gold so that both school colors are represented

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- Vendor selected does all the work: creates order forms, packages and sorts all orders, etc.
- Planning on a fall order of sweatshirts, t-shirts, and sweatpants in royal blue
- Will offer a spring order of the same logo on shirts in the colors for Field Day
- Café thank you for Grandparents Day Lunch – 4 \$25 gift cards from Great Lakes Scrip
 - Melissa will order \$75 Walmart gift card for Katarina and her family
 - Still have one \$25 gift card to order
- Singapore Math
 - Stairs need to be painted
 - Foam board has been purchased for two figures that will go at the top of the stairs
 - Will need to purchase markers – about \$10
- Dues for membership - \$3 for voting privileges

8. *New Business*

- Thanksgiving Baskets (Nov 24th) - list of donated items per grade will remain the same
 - Pie baking – Pies will be store bought, but will contact Jessica to see if she would like to donate Lucky Girl pies as well
- Staff Appreciation Luncheon during Conferences (December 2nd)
 - Cater the meal for \$300 and ask families for drink and dessert donations
- Holiday Decorations – Lori Parker/Heather Helwig
 - Decorate the interior of the school with seasonal decorations (snowflakes, snowmen, mittens, etc.)
- Holiday Store (12/7 – 12/11)
 - Will be open during lunch
 - Will request volunteers online
 - Need to determine a space to set up the store
- December Family Fun Night: Holiday Crafts
 - Do not need to order crafts as we have those from last year
 - An animal shelter is seeking donations that night
- Trivia Night
 - Looking at 1/22
 - Thinking of changing theme from trivia to “Are You Smarter than a Fifth Grader” with Miss Bosko and Mrs. Felker asking the questions

Next Meeting: December 2, 2015 @ 6:30 p.m. in PVMS Library