

PVMS PTO Meeting Minutes

September 11, 2017

Attendance: Heather Helwig, Sarah Minei, Nicole DesRosier, Jessica Berube, Sarah Burton, Holly Gorman, Stacy Koehler, Patty Riley, Samantha Williams, and Melissa Lennon

1. ***Introduction of Attendees***
2. ***Officers*** – *Three positions will not change from last year*
 - President – Heather Helwig
 - Vice President – Will discuss further at the next meeting
 - Secretary - Melissa Lennon
 - Treasurer – Nicole DesRosier
3. ***General Review of PTO Mission, Meeting Dates, Format, & Membership***
 - Mission Statement
 - Meetings – Second Monday of month @ 5:30 pm in PVMS library
 - Order of Meeting:
 - Review previous minutes
 - Treasurer’s Report
 - Principal’s Report
 - Program Reports
 - Event Planning
 - Assemblies
 - Old Business
 - New Business
 - Membership – meetings open to all
 - Active participation at meetings and events is encouraged
 - Privilege to vote requires paid membership of \$3 annually
4. ***Treasurer’s Report***
 - Have a larger starting balance than last year
 - Need to verify the Spirit Wear shirts from Field Day were paid; vendor has sent a bill
5. ***Principal’s Report***
 - No report was given
6. ***Program Reports***
 - Amazon Smile – Nicole DesRosier
 - Have made \$57 to date since implementation last year
 - Need to send home another letter reminding families
 - Big Hearted Books – Heather Helwig
 - Bin has been emptied
 - Expect to receive a check soon
 - Box Tops – Sarah Burton
 - Goal: \$2,000 in Box Tops this year
 - Raised \$2,057.30 last year!
 - Collection has been strong already this year
 - Crayola Colorcycle – Heather Helwig

PVMS PTO Meeting Minutes

September 11, 2017

- Will place a colorful collection bin in the foyer of the school to collect used markers and highlighters
- Crayola pays for shipping and turns the markers into clean energy
- Great Lakes Scrip – Melissa Lennon
 - Gift card orders are due weekly on Wednesdays with a one week turn around
 - Will be offering only paper order forms this year
- Labels for Education – Jessica Berube
 - Have more labels to count
 - Will buy tempera paint for Art class as a thank you for her support with Square One Art
- Shop & Stop A+ Rewards – Tracey Turner
 - We are enrolled
 - Program starts in October

7. Event Planning

- Square One Art
 - All students are participating through art class
 - Orders will be due in October
- Spirit Wear
 - T-shirts will be sold only once this year (in the fall)
 - Grades are choosing their colors now
 - T-shirts will be \$7 each and can be used for field trips and field day
- Other fundraising
 - Heather saw someone with a book of 800 fundraising ideas
 - Will discuss ideas/list later
- Donations for Hurricane Harvey
 - Donations of money and gift cards to Walmart will be used to purchase things for classrooms impacted by the hurricane in Houston
- Scholastic Book Fair (September 11-15)
 - Book Fair is set up on the stage
 - Need volunteers!
- Open House (September 13th)
 - Book Fair will be open during Open House from 6 – 7:30 p.m.
- Grandparents Day Lunch (September 19th)
 - Subway will be making the lunches ordered
 - Need to “check-in” grandparents to see who paid for lunch
 - In the future, PTO should pay for lunches in advance and have grandparents pay for lunch at the door to reduce record keeping
- Family Fun Night (September 29th) – Grabarek’s Corn Maze & Movie

PVMS PTO Meeting Minutes

September 11, 2017

- Event runs from 6-8 p.m.
 - Admission: a bag of individually wrapped candy that will be used at Trunk-or-Treat
- Fire Safety Week (October 9-13)
 - Color changing pencils are in
 - Have not heard from the fire house for an assembly/presentation
- Trunk-or-Treat (October 27th)
 - Will need lots of trunks decorated!
 - Hidden Acres will not be running the hay ride this year, but have offered to lend the wagon; Matt Pappas agreed to pull it
- Craft Fair – Patty Riley
 - Consider having it in conjunction with Craft Night on Friday, December 1st
 - Would not charge a fee for a table to encourage participation with the understanding that some crafted items would be \$0.50-\$1 for the children to purchase as gifts
 - Might be able to set up at the end of the school day and then open ahead of Craft Night at 4 p.m. or 5 p.m.
- Veterans Day Assembly
 - Samantha Williams asked with her connection to the Navy whether we would like servicemen to demonstrate a flag ceremony; definite interest, but a date needs to be decided
 - Need to email the teachers to see about their interest in participating in the assembly
 - Contact Mr. Durfee as to whether he would like to arrange music
- Thanksgiving Baskets (November 20th)
 - Each grade level is assigned items to donate
 - 20-25 complete Thanksgiving meals are typically created
 - Baskets will be assembled on Monday, November 20th
 - Perhaps display the completed baskets in the hall with a “thank for giving” message on Tuesday morning for the students to see as they arrive in lieu of a presentation assembly for the school
 - Look into purchasing BJs reusable bags (4 pack for \$8) to hold the completed dinners

8. *Old Business*

- Popsicles with the Principal
 - Went well with a notably good attendance
- PreK/K Orientation (August 28th)
 - Passed out a welcoming PTO flyer
- Back-to-School Ice Cream Social (August 29th)

PVMS PTO Meeting Minutes

September 11, 2017

- Went well, but seemed like a smaller attendance
- 100 ice creams were served
- many kids played on the playground
- BooHoo/WooHoo Breakfast (August 30th)
 - Went well but seemed to be a smaller attendance
 - New superintendent was present

9. *New Business*

- \$50 fee to maintain 501c3 status due in September – been paid
- PTO Today insurance due February
- 100th Day of School – Samantha Williams
 - shared that at her old school, each grade collected 100 of a particular item (canned goods, toothpaste, etc) to be donated to local need. The students also attended an assembly on poverty to understand how their collections were needed and helpful.
 - Suggested that maybe PTO raise funds for the Preston volunteer fire department
- Snacks for Kids – Sarah Burton
 - Another area of need within the school is snacks. Children on free and reduced lunch do not always have a snack. Some teachers offer snacks. Other teachers allow hungry students to go to the school nurse for a snack. As part of PTO's "Give Back" program on Family Fun Nights, perhaps we can ask families to supply snacks that will go to the classrooms and school nurse.
- 5th Grade Yearbook
 - Last year we provided yearbooks to 5th graders in need as identified by Central Office. We will continue that service this year.

10. Next Meeting: October 16, 2016 @ 5:30 p.m. in PVMS Library