

PVMS PTO Meeting Minutes

December 2, 2015

Attendance: Heather Helwig, Sarah Minei, Emily Campbell, Ray Bernier, Jessica Berube, Amy Brosnan, Evelyn Ploof, Tracey Turner, and Melissa Lennon

1. November Meeting Minutes

2. Treasurer's Report

3. Principal's Report

- Staff Appreciation Luncheon well received today
- 12/3 – PAWS Celebration (movie shorts) @ 10:30 a.m.
- 12/7-11 – Holiday Store
- 12/11 – Family Fun Night Crafts
- 12/16 – Unified Club meets after school for grades 3-5
- 12/18 – Fifth Grade Band & Chorus perform @ 2:15 p.m.
- 12/23 – Early Dismissal
- 1/4 – PBIS Karate Assembly @ 9 a.m.

4. Program Reports

- Box Tops – Sarah Burton
 - Collected 1,902 in November
 - Grace Dombkowski was winner of the month with 161
 - Mrs. McCullen's class was the top class for the month
 - Expecting a check for \$3,618.50
- Labels for Education – Jessica Berube
 - Balance of 8,658 points
 - Bonus points flyer will be sent home
- Got Books – Heather Helwig
 - Received check for \$57.45
- Great Lakes Scrip – Melissa Lennon
 - 3 orders placed in November with profit of \$134.18
- Target Red Card – phasing out ending May 14th
- Shop & Stop A+ Rewards – Tracey Turner
 - One person asked about the program
- Smile.Amazon.com – may be a new fundraising opportunity in which a percentage of the sales from a purchase would go to the PTO... need to look into it further

5. Event Planning

- Holiday Store (Dec. 7-11) – open during lunch only
 - Flyer will go home on Friday
 - Need volunteers from 11:40-12:50 with longer clean up on Friday
- December Family Fun Night – Holiday Crafts (Dec. 11, 2015) from 6:30-8
 - Check to see whether a game is scheduled, which may conflict
 - Set-up begins at 5:30 p.m.
 - Needs 6-8 volunteers to oversee some of the tables

6. Assemblies

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- Hartford Stage After School Program (Grades 4 – 5) – Heather Helwig
 - Hope to start at PVMS in January
 - Enrollment will be capped at 20 kids

7. *Old Business*

- \$50 fee to maintain 501c3 status
 - have not received bill yet
- Trunk-or-Treat Trunk Decorating Prizes
 - Winners selected gift cards from the Great Lakes Scrip program
- Veterans Day (Nov 11th)
 - Went well
 - In future, make sure teachers know they need to RSVP if they choose to participate and indicate what will be done and the length of time needed
- Spirit Wear for PVMS – Heather Helwig
 - Processed order today
 - Orders should arrive next week
- November Family Fun Night – Family Dance (Nov 20th)
 - Shutting gym in half was a good idea
 - Some parents tried to just drop off their kids; need to address that next time in advance
- Service Members Holiday Cards – Lisa Wotring
 - Went well in conjunction with the dance
 - Lots of cards made
 - Mrs. Hansen had kids make more cards at school
- Thanksgiving Baskets (Nov 24th)
 - Made 15 baskets this year
 - Continuing to look at ways to make the process more efficient
- Staff Appreciation Luncheon during Conferences (December 2nd)
 - Went well & teachers liked it
 - Was delivered 30 minutes late
 - Chris Campbell offered to match the price and deliver the meal personally next year
 - Went \$15 over to order calamari for Mrs. Felker so she will MC Trivia Night
- Holiday Decorations – Lori Parker/Heather Helwig
 - Decorations are hung and look great!
- Singapore Math – Heather Helwig
 - Heather has Robot and Tree completed
 - Need to paint stairs yet
- Dues for membership

8. *New Business*

- Trivia Night (Friday, January 22nd) – Emily Campbell
 - Mrs. Felker will MC

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- People will be encouraged to create teams of 8 people each
- Will need to buy the game
- Meal will be fajita bar and one drink ticket
- 100th Day (Feb. 2nd at the earliest)
 - Perhaps not something to address
- PTO Today insurance due February
- Read Across America/Dr. Seuss' Birthday (March 2nd)
 - Mr. Bernier will check with Mrs. Friess to confirm she will organize the event this year

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