

## Robert Crown School

### PTO Board Meeting Minutes

February 24th, 2020 7:00PM

#### BOARD MEMBERS IN ATTENDANCE

Board President Cara Mohr presiding. Board members Marie Meyer, Maria Pridacha-Martinez, Cara Silverman, Stephanie Knapik(absent).

#### COMMITTEE CHAIRS IN ATTENDANCE

Rose Ready, Lisa Wilk Kuklewski, Kathy Dewar, Sara Alberchinski

#### GUEST ROLL CALL

N/A

#### STAFF ROLL CALL

N/A

#### CALL TO ORDER

Board President Cara Mohr called the meeting to order at 7:04 p.m.

#### APPROVAL OF MINUTES

Approval of January 26th, 2020 board meeting minutes. **Motion to approve made by Cara Silverman, seconded by Kathy Dewar. Motion carries.**

#### PRESIDENT'S REPORT

1. Fundraiser
  - a. 215 pizzas - 30 percent increase
  - b. Boon Supply order goal was \$12,000, we reached \$15,064 with a profit of 40 percent 6,025.60 - Boon Supply is adding in \$500 for us surpassing our goal.
  - c. Principal and assistant principal will dye their hair purple.
  - d. Boon Supply can still be promoted till the end of their catalog date in July.
    - i. Marie will continue to post boosting the sales.
    - ii. Kids will not continue to earn prizes but the school will receive 40% still.
  - e. Pick up moved to Wednesday, March 5th due to weather conditions.
2. Math Night
  - a. Great event and about 180 total attendees.
  - b. Last year the event was 1.5 hours and this year was 2 hours long, possibly bring back to the 1.5 hour time frame.
3. Kindergarten registration

- a. March 8th
- b. Could use about two more volunteers
  - i. Rose Ready is available to help and Marie Meyer may be able to help.
- c. 6-7:30pm
4. Conference room update
  - a. No more than a couple hundred dollars.
    - i. Adding frames, plants, maybe stencils.
5. Refrigerator request
  - a. Pop vending machine will be removed.
  - b. There will be two total fridges now if approved.
6. Budget request for committee members.
  - a. Working towards a working budget going forward.
  - b. Will still have flexibility but will help to forecast how much to plan for.
7. Robert Crown is in charge of school supply lists.
  - a. We will be providing class lists soon.

## FINANCIALS & TREASURER REPORT

Treasurer Stephanie Knapik(absent):

## APPROVAL OF EXPENDITURES

- \$995 PBIS Assembly Description and Contract - Matt William - BMX bike tricks and a positive message with a date of May 14th at 9:30 and 45 minutes after this. Ideally it will be outside but the gym has been measured and we do have enough space to be indoors if necessary. Will split kids up into two groups with EC - 2nd grade and 3rd - 5th. Provides free teacher follow up materials. Also looking at spirit wear items to use as motivation for great behavior. **Motion to approve by Nicole Hill, seconded by Marie Meyer. Motion carries.**
- \$3,178.24 and possibly a bit more for shipping for four front hallway rugs. School Fix is the company. Rugs would be black with Robert Crown and paw print in purple or yellow and Robert Crown in the opposite color. **Motion to approve by Rose Ready, seconded by Sara Alberchinski. Motion carries.**
- \$407.20 for the 5th grade trip to Bowlero as a math incentive. **Motion to approve by Marie Meyer, seconded by Kathy Dewar. Motion carries.**

## STAFF LIAISON REPORTS

Nothing to report.

## COMMITTEE REPORTS

1. Bingo Night
  - a. Chair Tanya Vogel(absent) and Amy(absent):No news to report.
1. Birthday Books
  - a. Chair Rose Ready:
  - b. Bins are full and doing great!
2. Bon Voyage
  - a. Chairs Cara Silverman and Marie Meyer:
  - b. Meeting is March 2nd at 7pm at the RC library.

3. Book Fair
  - a. Chair Meghan Reimers(absent):
  - b. March 16th - 20th
  - c. March 19th Family night
  - d. Two bears players
  - e. Jungle theme
  - f. Angie is working on the class schedule and working to get EC on it. Possibly move some Friday slots so we can close up earlier.
  - g. Looking to get a sign up genius out this week.
  - h. No spirit wear table this year or cookies and lemonade.
  - i. Bookmarks to go home with class times.
  - j. Teacher preview morning on Monday - "The Sip and See."
    - i. Continental breakfast provided by PTO
    - ii. Teacher toy store?
    - iii. Fill out teacher wish list sheets
  - k. March 13th - Literacy board interested in having a coloring sheet for kids to color and we will decorate the hallway with them.
  - l. Fall Book Fair possible dates September 14th or 21st.
4. Box Tops
  - a. Chair Kathy Dewar:
  - b. Will hold onto anything else that comes in for one last mailing at the end of the year.
  - c. Box top profit is \$771.60.
  - d. Scanning box top profit is \$434.30.
5. Bulletin Boards
  - a. Chair Melissa Kiekow (absent):
  - b. Will be updating two front small ones with Jungle theme.
6. Date Night with Dad
  - a. Chair Maria Martinez and Lisa Wilk: No news to report.
7. Date Night with Mom
  - a. Chair Maria Martinez and Lisa Wilk:
  - b. April 2nd Sign up genius.
  - c. Looking into a new company that does full glow parties.
  - d. Save the date on Facebook and possibly a flyer to save the date.
8. District and Community Relations
  - a. Chair Maria Martinez: No news to report.
9. Fundraising
  - a. Chair Cara Mohr:
  - b. Report was given under President Report.
10. Holiday Shop
  - a. Chair Cara Mohr: No report.
11. Kindergarten Step Up
  - a. Chair Stepanie Knapik (absent): No news to report.
12. Landscaping
  - a. Chair Cara Mohr: No news to report.
13. PTO Membership-District and Data Entry
  - a. Chair Becky Sears (absent): no report.
14. Nomination Coordinator
  - a. Chair Jessica Schachelmayer (absent):
  - b. Information coming after March 1st.

**15. PBIS**

- a. Chair Nicole Hill:
  - b. Looking to book fall PBIS now as Nicole has researched so many great programs.
  - c. August 28th of September 4th are dates Mrs. Diol has okayed.
  - d. Pro Kids Show for fall possibly, cost is \$1300 and would need a deposit to hold the date.
  - e. If we send referrals to other schools he will discount us.
16. Popsicle Sales
- a. Chair Sara Alberchinski and Katie Lauer(absent):
  - b. About \$300 in sales on last sale and we have about 2 boxes left. Marie to add two more.
  - c. Sara took money to Stephanie after school.
  - d. Nicole to check with PBIS company if they want to have popsicles for every child.
17. Popcorn Sales
- a. Chairs Kimia Watton(absent) and Helen Helfers(absent):
  - b. \$309.65 for last popcorn sale day and Cara made the deposit.
18. Pumpkin Fest
- a. Chair Amy Schneider(absent) and Megan Jansen(absent):No news to report.
19. Restaurant Benefit Nights
- a. Chair Laurie Braunschwig(absent):
  - b. Marie Meyer reported:
  - c. Tuesday March 3rd Fratellos and flyer to go home tomorrow.
  - d. 5-9pm Dine in, pick up, or drive through.
  - e. We will receive 10 percent back
  - f. April 2nd Slyce - time is not confirmed
  - g. May is in progress.
  - h. El Norteno check \$85 for February
  - i. No budget needed for committee planning.
20. Room Parents
- a. Chair Cristi Barry(absent) and Stephanie Knapik(absent):
  - b. Staff appreciation communication is coming.
  - c. Will work with Brooke and Cristi to coordinate what the PTO does.
21. Spirit Wear
- a. Chair Tara Simonelli (absent) and Christi Hebel (absent):
  - b. Spring sale is coming up - new items.
  - c. February 28th - March 18th
  - d. Flyers will be going out Thursday
  - e. Online orders will have a new dashboard for company to watch sales etc.
22. Staff Appreciation
- a. Chair Brooke Held(absent):
  - b. Souper dinner was a success.
  - c. All months are covered for the rest of the year.
23. Toy Store
- a. Chair Marie Meyer
  - b. No news to report.
24. Track-a-Thon
- a. Chair Cara Silverman and Christi Hebel (absent):
  - b. No news to report.
25. Volunteer Coordinator/Sign-up Genius
- a. Chair Christi Hebel (absent): No news to report.
26. Yearbook
- a. Chairs Maria Martinez and Lisa Wilk:
    - i. Working on setting up a picture retake date.

- ii. Will check with Joanne why the pictures of staff to be added as we have never photographed staff retakes.
- iii. Will add Amy to all kinder classes.
- iv. Have teacher and Amy only in AM classes.

## **NEW BUSINESS**

Board President reported:

1. Nicole Hill - Lunchroom supervisors - Can we have teachers sign up for this and be paid but to have more control with behavior issues etc?

## **ADJOURNMENT**

**Board president Cara Mohr entertained a motion to adjourn. Motion made by Marie Meyer, seconded Cara Silverman. Motion carries. Meeting adjourned at 8:42 p.m.**

Minutes submitted by: Maria Pridacha-Martinez