

## Robert Crown School

### PTO Board Meeting Minutes

February 22nd, 2023 7:00PM

#### BOARD MEMBERS IN ATTENDANCE

Board President Stephanie Knapik presiding. Board members Maria Pridacha-Martinez, Cynthia Heinrichs.

#### COMMITTEE CHAIRS IN ATTENDANCE

Katie Lauer, Brooke Held

#### GUEST ROLL CALL

N/A

#### STAFF ROLL CALL

Kim Hunt

#### CALL TO ORDER

Board President Stephanie Knapik called the meeting to order at 7:05 p.m.

#### APPROVAL OF MINUTES

Approval of January 25th, 2023 board meeting minutes. **Motion to approve made by Cynthia Heinrichs, seconded by Brooke Held. Motion carries.**

#### PRESIDENT'S REPORT

1. District bingo profited \$3,103.71 and was a great success.
2. Valentines Day parties had all great feedback!
3. Thank you Brooke for organizing lunch from Jimanos for conferences.

#### FINANCIALS & TREASURER REPORT

1. Treasurer Shannon Male: \$39,598.84 currently in bank.
2. Holiday Shop estimate is about 13,000 but will get the total soon.

#### APPROVAL OF EXPENDITURES

\$371.79 for third grade field trip. **Motion to approve made by Cynthia Heinrichs, seconded by Brooke Held. Motion carries.**

\$543.72.85 for 4th grade field trip. **Motion to approve made by Cynthia Heinrichs, seconded by Brooke Held. Motion carries.**

\$4,379.77 updated PE equipment. **Motion to approve made by Cynthia Heinrichs, seconded by Brooke Held. Motion carries.**

\$531.05 for Jimanos for conferences. **Motion to approve made by Cynthia Heinrichs, seconded by Brooke Held. Motion carries.**

## STAFF LIAISON REPORTS

Ms. Hunt joined to thank the PTO and say how much the PTO does for the school!

## COMMITTEE REPORTS

1. Birthday Books
  - a. Chair Tanya Vogel(absent):
  - b. Birthday books were done yesterday and today.
2. Bingo Night
  - a. Chair OPEN:
  - b. Huge success!
3. Bon Voyage
  - a. Chair Cynthia Heinrichs:
  - b. Looking at dates with the school.
  - c. Will need lots of volunteers.
4. Book Fair
  - a. Chair Christi Hebel(absent) and Shannon Male(absent):
  - b. No news to report.
5. Box Tops
  - a. Chair Marie Meyer(absent):
  - b. No news to report.
6. Bulletin Boards
  - a. Chair Stephanie Knapik:
  - b. Will be updated next week!
7. Date Night with Dad
  - a. Chair Maria Martinez & Cynthia Heinrichs:
  - b. No news to report.
8. Date Night with Mom
  - a. Chair Maria Martinez and Cynthia Heinrichs:
  - b. Possibly do a paint night with mom/someone special.
  - c. Cynthia will reach out to school regarding possible dates of 4/21 or 4/28.
  - d. Stephanie will connect us with one of the other elementary schools who has done paint nights.
9. District and Community Relations
  - a. Chair Maria Martinez:
  - b. No news to report.
10. Family Book Fair Night/Family Literacy Night
  - a. Chair Christi Hebel(absent) and Shannon Male(absent):
  - b. No news to report.
11. Fundraising
  - a. Dominos sales are at \$1852, and 242 cards.

- b. We are currently in first place.
  - c. Online orders are due Friday and paper orders are due Monday.
- 12. Holiday Shop
  - a. Chair Danielle Rose(absent) & Jenna Cataldi(absent):
  - b. No news to report.
- 13. Kindergarten Step Up
  - a. Chair OPEN:
  - b. No news to report.
- 14. Landscaping
  - a. Chair Stephanie Knapik:
  - b. No news to report.
- 15. Market Day
  - a. Chair Cynthia Henrichs:
  - b. Ongoing fundraising to get back 10%.
- 16. PBIS
  - a. Chair OPEN:
  - b. No news to report.
- 17. Popsicle Sales
  - a. Chair Sara Alberchinski(absent) and Katie Lauer:
  - b. Everything is looking good for Friday.
  - c. Need volunteers 10:45 - 1:45ish
- 18. Pumpkin Fest
  - a. Chair Amy Schneider(absent) and Megan Jansen(absent):
  - b. No news to report.
- 19. Restaurant Benefit Nights
  - a. Chair Cynthia Henrichs:
  - b. April 12th will be Chipotle, needing to make at least \$150 to share profit.
  - c. Jimmy John's check was 286.30.
  - d. Panhandlers March 16th, Dine in and carryout only.
  - e. Fratellos did not have a check yet.
  - f. Alonso's we did not make enough to receive a check.
  - g. Looking into Jersey Mikes and Wingstop.
- 20. Room Parents
  - a. Chair Cristi Barry(absent) and Stephanie Knapik:
  - b. No news to report.
- 21. Spirit Wear
  - a. Lindsay Miller(absent):
  - b. No news to report.
- 22. Staff Appreciation Monthly/TAW
  - a. Chair Brooke Held:
  - b. Align all classrooms to be the same daily for teacher appreciation week.
  - c. Possibly have a Travel theme for the week.
- 23. Track-a-Thon
  - a. Chair OPEN:
  - b. Stephanie is meeting with Apex via Zoom next week.
  - c. Possibly the week of April 21st for Apex.
  - d. All kids get a t- shirt and lanyard, and there will be an assembly.
- 24. Volunteer Coordinator/Sign-up Genius
  - a. Chair Christi Hebel(absent):
  - b. No news to report.

25. Teacher Toy Store

- a. Chair Marie Meyer(absent):
- b. No news to report.

**NEW BUSINESS**

Board President reported:

1. N/A

**ADJOURNMENT**

**Board president Stephanie Knapik entertained a motion to adjourn. Motion made by Cynthia Heinrichs seconded Brooke Held. Motion carries. Meeting adjourned at 7:32 p.m.**

Minutes submitted by: Maria Pridacha-Martinez