

Robert Crown School

PTO Board Meeting Minutes

September 19th, 2023 7:00PM

BOARD MEMBERS IN ATTENDANCE

Board President Stephanie Knapik presiding. Board members, Cynthia Heinrichs, Marie Meyer, Maria Pridacha-Martinez, and Shannon Male in attendance.

COMMITTEE CHAIRS IN ATTENDANCE

Danielle Rose, Jenna Cataldi, Megan Jansen, Amy Schneider, Tanya Vogel

GUEST ROLL CALL

Emily Early, Sara Nix

STAFF ROLL CALL

Karrie Diol

CALL TO ORDER

Board President Stephanie Knapik called the meeting to order at 7:04pm

APPROVAL OF MINUTES

Approval of August 28th, 2023 board meeting minutes. **Motion to approve made by Marie Meyer, seconded by Sara Nix. Motion carries.**

PRESIDENT'S REPORT

1. Change Wars are currently going on!
2. Popsicle sales are next Friday for popsicles and ice cream sandwiches.
 - a. Ingredients will be posted online for both items, posted on fliers and given to the nurse.
3. Reminders! PTO dues are closed but you can still donate and sign up.
4. Mumm pick up was a hit!

FINANCIALS & TREASURER REPORT

1. Treasurer Shannon Male:
 - a. \$36,118.90 currently in the bank.

APPROVAL OF EXPENDITURES

\$4,488.75 on spirit wear shirts for all students. **Motion to approve made by Sara Nix, seconded by Cynthia Heinrichs. Motion carries.**

\$581.95 for laminate and poster board for the school. **Motion to approve made by Marie Meyer, seconded by Danielle Rose. Motion carries.**

\$900 for PBIS assembly this Friday. **Motion to approve made by Marie Meyer, seconded by Jenna Cataldi. Motion carries.**

STAFF LIAISON REPORTS

N/A

COMMITTEE REPORTS

1. Apex
 - a. Chair Stephanie Meyer:
 - b. No News to report.
2. Bingo Night
 - a. Chair OPEN:
 - b. No News to report.
3. Birthday Books
 - a. Chair Genevive Mercurio(absent):
 - b. Ordered a new cart and it came damaged so it was returned.
 - c. Ordering a new cart from Grainger with Marie's husbands discount
 - d. Need chapter books and will have a box out during book fair night
4. Box Tops
 - a. Chair Marie Meyer:
 - b. No News to report.
5. Book Fair
 - a. Chair Christi Hebel(absent) and Shannon Male:
 - b. Oct 2nd-6th
 - c. E-wallet will be available
 - d. Space theme
 - e. Bright Arrow will be going out tomorrow with sign up genius to volunteer
6. Family Book Fair Night/Family Literacy Night
 - a. Chair Emily Grimm(absent):
 - b. My funnel truck will be coming
 - c. Organized games and activities are being planned
 - d. October 5th, 5-7pm
7. Fundraising
 - a. Chair Tanya Vogel:
 - b. Sales were about the same as last year for Mums.
 - c. We did not include a pick up time on the flier, maybe consider for next year as many did not pick up.
8. Date Night with Dad
 - a. Chair Tanya Vogel:
 - b. Skate Night

- c. November 10th
- 9. Date Night with Mom
 - a. Chair Tanya Vogel:
 - b. Gymnastics possibly for spring.
- 10. District and Community Relations
 - a. Chair Maria Martinez:
 - b. No News to report.
- 11. Holiday Shop
 - a. Chair Danielle Rose & Jenna Cataldi:
 - b. Danielle and Jenna are proposing maybe doing a winter holiday fest on a weekend instead of during the week.
 - c. Cotton candy, balloon artist, etc.
 - d. Saturdays there is a \$30 fee per hour and Sunday is \$40 an hour for custodians.
 - e. Maybe this can get more volunteers and people to be able to come.
 - f. 2021 - 1,545.76 off-site
 - g. 2022 - 11,729.80 in school
 - h. Think of ways to maybe streamline such as taking wrapping back to the class to do.
 - i. Staple bags instead of tissue paper as an idea to cut down time
 - j. Maybe have high school students to come help set up
- 12. Kindergarten step up
 - a. Chair OPEN:
 - b. No News to report.
- 13. Landscaping
 - a. Chair Stephanie Knapik:
 - b. No news to report.
- 14. Market Day
 - a. Chair Cynthia Henrichs:
 - b. Ongoing fundraising to get back 10%.
- 15. PBIS
 - a. Chair School Run:
 - b. No News to report.
- 16. Popsicle Sales
 - a. Chair Laura Ensign(absent):
 - b. No News to report.
- 17. Pumpkin Fest
 - a. Chair Amy Schneider and Megan Jansen:
 - b. Community raffle donations are slowly coming in.
 - c. Donations have come from;Battle House, Tae Kwon Do, Richardson Farms, Fire truck ride to school, Police ride to school, Fish Lake Beach.
 - d. Maybe post a Facebook post and send a Bright Arrow for families and communities to donate.
 - e. Teachers are already signing up on the doc.
 - f. PTO closet has at least 4 bins of decorations.
 - g. Karen and the office took tickets to start rolling them to help.
 - h. Pumpkins were sent home to help decorate.
 - i. Cake Walk donations flier is going out
 - j. Add more chips for this year - possibly double
 - k. Do two separate pizza runs this time, maybe order from Dominos to have delivery
 - l. Planning balloon order and dollar store trip.

- m. Maybe get balloons arches made again if Valentina is available
 - n. Cynthia can pick up pizzas if needed
 - o. Mrs. Diol can work on student volunteers
18. Restaurant Benefit Nights
- a. Chair Cynthia Heinrichs:
 - b. Jimmy Johns was just completed and they send check to school
 - c. Buona Beef is in November
19. Room Parents
- a. Chair Cristi Barry(absent) and Stephanie Knapik:
 - b. All room parents have been selected and folders were sent home last week.
 - c. Missing classes for Rubenstein, Jaimes and Linning.
 - d. May need to combine classrooms
20. Spirit Wear
- a. Lindsay Miller(absent):
 - b. No News to report.
21. Staff Appreciation Monthly/TAW
- a. Chair Genevive Mercurio(absent) and Tanya Vogel:
 - b. Scale back this year due to funds
 - c. Will focus on conferences, spring and fall.
 - d. Genevive and Tanya will do it themselves vs have someone volunteer for each
 - e. Sweet Melissas is possibly the choice for the upcoming conference.
 - f. November for fall will include caramel apples, apple ciders etc
 - g. February for conferences.
 - h. April for the spring one
22. Teacher Toy Store
- a. Chair Marie Meyer:
 - b. No News to report.
23. Volunteer Coordinator/Sign Up Genius
- a. Chair Christi Hebel:
 - b. No News to report.
24. Bon Voyage
- a. Chair Marie Meyer and Maria Pridacha-Martinez:
 - b. No News to report.

NEW BUSINESS

- a. N/A

ADJOURNMENT

Board president Stephanie Knapik entertained a motion to adjourn. Motion made by Cynthia Heinrichs seconded Marie Meyer. Motion carries. Meeting adjourned at 8:08 p.m.

Minutes submitted by: Maria Pridacha-Martinez