

**Spring Road School PTO Meeting Minutes**  
**Thursday, November 17, 2016**

Attendees: Anna Sherman, Heather Shebesta, Charleen Davis, Karen Martis, Katie Jones, Chris Harding-Malicky, Michaela Neitzel, Michelle Milbrodt, Michelle McGlin, and Teri Meylink

Meeting was called to order at 4:30pm. Copies of October meeting minutes were available and approved as written.

Reports

1. Principal

- a. Grandaprents' day was a success with a good turnout.
- b. Volunteers are needed to help distribute Birthday books on December 12, 8:30-9:30, for December and ½ birthdays.
- c. Paper copy of newsletter will be going home Friday, November 18 to make sure parents are aware of various ways to keep informed of school events/announcements. Will include information about Teacher Favorites pages, directory, and Eaton's pizza delivery.
- d. Box Tops prizes feedback from teachers—prizes offered classrooms will be classroom games, pizza/popcorn/snack party, movie, Scholastic bucks, or gift cards

2. Treasurer

- a. Savings Balance: \$2,384.24
- b. Checking Balance: \$2,969.31
- c. Balance left in walking track fund: \$20,879.86
- d. Income/Expenses:
  - i. October Roller skating deposit = \$38.00
  - ii. Spirit wear:
    1. deposit = \$1969.63
    2. payment to Eagle Graphics = \$1747.45
    3. profit = \$222.18
  - iii. Book Fair:
    1. deposit = \$2569.47
    2. payment to Scholastic = \$2368.38
    3. profit = \$201.09
  - iv. Election Bake Sale deposit: \$279.25
  - v. Costume Dance:
    1. deposit = \$141.25
    2. expenses = \$133.89
    3. DJ payment = \$250.00
    4. loss of \$262.64
  - vi. Eaton's pizza donation: \$100.00
- e. Walking Track: received balance owed contractor in amount of \$12,184.00; Karen will send to district office for payment

3. Committee Chairs:

- a. Bake sale: lots of donations, profit \$279.25

- b. Fundraising: 2017-18 calendar ideas shared with group; want to work on communicating with parents that not all events PTO sponsors are fundraisers, rather some are meant to be “family engagement” activities
- c. Basket Raffle: receiving donations early; raffle to be held during spring conferences
- d. Red Ribbon Week: completed successfully
- e. Book Fair: \$2527.72 was profit, received in Scholastic Bucks
  - i. Jamie Koslowski will be serving as co-chair
  - ii. Birthday books worked out
  - iii. BOGO event in April, discussion about how to include other events with this to encourage families to get to school to purchase books, Block Party, Bingo, etc. 5:30-7:30 timeframe; change PTO meeting to April 13
- f. Conferences: received thank you notes for meals provided

#### New Business

- 1. Teacher favorites- Lists will be posted on website, classroom teacher and specials teachers will be sent home with students, additional staff paper copies available in the office on request

#### Upcoming PTO Events

- 1. Thursday, December 8, 3-6pm, Eaton’s Pizza pick-up
- 2. Monday, December 12, 6:30pm, Winter Music Concert, 6pm arrival for students
- 3. Thursday, December 15, 4:30pm, PTO meeting
- 4. Parent-Teacher Conferences (October 26-27)
- 5. Winter classroom parties TBD, Thursday, December 22 or Friday, December 23
- 6. Thursday, December 29, 5:30-7:30, Skate Night

#### Open Discussion:

- 1. Invite parents to provide e-mail to PTO for reminders/updates on school events, not just requests for volunteers

Meeting adjourned at 5:27pm. Next PTO meeting is December 15, 2016 at 4:30pm.