

PTO Meeting
July 15, 2014

PRM PTO activity calendar, Heathir has been working on it and met with staff for school calendar. She got feedback from Anna and wants input. Do we want to include lottery open house dates and boy scout meetings, etc?

Yes, people want more information on there. Jill said as a parent you would want to know what events are occurring at the school and when. Jill has her own troop that meets in the media center. Girl Scouts will also have a recruitment date and Jill will find that out for the calendar as well.

Put recruitment dates for sure, and lottery deadlines but not lottery open houses. The calendar is not printed, it will be available on the website. The calendar is quite full so will plan to do one for the first half of the school year and another for second half.

Joy with financials

for last year we were \$7400 favorable - \$4200 from income, \$3100 in not spending all of the budget (\$2500 was from auditorium capital fund that was carried over). Do we still want to carry this over again?

Proposed budget -

net revenue will be about flat (at \$25,000 but moved around - MM decreased, Tshirts decreased)

budget overview - the top part - all funds that are not marathon or invest - they are self funded - like art by me, book fair, etc what is made is what is spent. we have more money from invest and marathon than we realize due to late matches or people who sign up for payroll deductions.

each classroom will get \$100 more (\$700 total) next year but we need to vote at some point on how many new teachers to fund. 4 new teachers as of now - Sherry's replacement, Kelly's replacement, Melinda's replacement, and Barbara counts as new because she's building out 6th grade - so those "new" teachers would get \$1400 each.

specials (art, pe, music, outdoor) - \$400 each (\$100 increase)

supplement and invest don't typically carry over if not spent - but special consideration is given if requested

the board voted on those amounts for classroom and and specials teachers, all agreed - it passed

What's the purpose of this money, especially if some classes aren't spending it? parents may not want to be asked more than once for money each year. Some may not give as much at one time because they end up giving throughout the year. Let's communicate to the families at the beginning of the year what and when our fundraisers are and what teachers may need. that will set an expectation of what to expect.

Ms. Christy suggested having a sheet at the beginning of the year with everything that's going to cost money - from pictures to field trips to fundraising, etc. Let's put out expectations for major fundraising on website. Joy can add here's what we raise and why with a chart.

Can we combine the two fundraisers, invest and marathon. The reason they are separate is because the teachers need the money early in the year so we need a fall fundraiser to give to teachers that school year. and we need the spring fundraiser to finish out the fundraising and get the kids involved, and capture families who may receive spring bonuses.

Pre-opening of school - Bulletin boards (use teacher lounge supplies), spirit wear samples - we will have paypal card runners available. August 22 is open house date, 11:30am-1pm

PRM cares request - they want to do their own t-shirt with their design on it. They do not want to be a part of PTO. they need to follow the logo standards but they may actually have their own logo. We need some clarity on this, Jill volunteered to be the PRM cares liaison and will follow up with them on the t-shirt inquiry.

open house preparations - table, paypal scanners, paperwork printed

lounge - Ginger came up with a new design for the lounge including a sectional sofa, chairs, side table and new chairs for the existing wooden table. She has had many requests from TAs who would like somewhere to sit when they have a break that's not in the lobby where parents walk through. Joy - we have invest money that hasn't been used and is technically for the teachers so can we use that money to fund the lounge? We have plenty of carry over from this. Vote - is anyone opposed to spending \$2000 on teacher lounge - everyone agreed, it passed.

Staff Appreciation update - Ginger - we are scheduled for Aug 20th, Wednesday - it's typically for the teachers. She asked Anna if we should plan for assistants, and Anna will invite them but they will RSVP if they can come. Ginger contacted Jason's Deli about a hot pasta bar for \$5.79 per person. Joy asked is there a gluten free option? Gluten free bread is available but she'll ask about pasta. Dianna said Brixx and EarthFare were open to partnerships from Green Marathon so try them too for other events.

Parent breakfast bash (formerly boo hoo breakfast) - this year only one breakfast, 8:45-9:30 - open to ALL parents. August 29, Friday. It might be nice to do RSVPs for that so that we don't end up with leftovers. Get an RSVP out in the first e-bulletin on Tues, August 26. Heathir - can

it be a budget item instead of parent donations? It's an opportunity to get parents together and meet each other, and hopefully get some new volunteers. There's a \$100 budget but it would be nice to give the coordinators some leeway to make it a great event and hope that people will want to come back to next year.

At open house let's have a table set up with a computer to sign up for e-bulletin, VIC card, etc. Every time we have parents gather we need to have a place for them to give contact information.

Back to school night, Sept. 4th - parent ed and invest kickoff. Fall picnic, October 2nd is when invest ends. How can we get childcare? Jill recommends Girl Scouts as a free option, they are red cross certified and babysitting trained. Joy recommends Myers Park IB program high school kids who have volunteer requirements. Cyndi tried to contact them and did not get a call back. Jill will reach out to the Scouts. The event runs from 6-8pm. Children need to come having been fed.

Invest - Ginger - we will have video. last year we did leaves and it didn't have the impact that we anticipated. some other ideas - having pinwheels with names outside; cutting out invest letters out of plywood, painting them then write kids names on them; re-build a plywood pink tower and write kids names on that on the sidewalk; tie ribbons in trees with kids names - the idea is to get the kids interested in the campaign.

Jill - hang big beads from trees to tie back to Montessori beads with names. Jill may have a connection to get them for free. Ginger - let's meet and try a few things to see what has the most impact, linking to the trees.

Book Fair dates - need to determine testing dates to find the best time, and ask Kathy Foushee about coordination. Discussion of Cardinal Lane vs Scholastic - Cardinal Lane has same day stocking and a wider range of books, and is local. We agreed to stay with Cardinal Lane. Staff Appreciation put out snacks for teacher preview.

Fall picnic budget - \$1200, will recommend King of Pops as the vendor. Anna says she will line up School of Rock to do performances.

Committees to transfer information, Heathir has reached out to all committee chairs except a few and she will contact the rest before school starts.

Staff Appreciation - some kind of bag for September. Ginger will research and provide details later.

Heathir will send out some things through Sign up genius for volunteers for back to school needs - packets, etc.