



November 9, 2021 6:00 pm
Agenda - PAC Meeting

Board Members:

Cassidy Wennesheimer, President
Amber Pearce, VP, Treasurer
Alison Masey, Secretary

Rachel Todd, Outreach Coordinator

Staff Invitees:

Kathy Putkey, Vice Principal

Ruth Nebeker, Teacher Liaison

Attendees:

Amy Kool
Monique Rico
Laura Shearer
Traci Schwartz

Angela Borders
Kristin O'Neill
Brie Lamb-Manitta
Katy Smirin

Topic	Owner
1. Welcome; Meeting Call to Order: 6:00 pm	Cassidy
2. Approve Minutes From: October 12, 2021. Alison moved, Amber 2nd.	Cassidy
3. President	Cassidy
4. VP/Treasurer	Amber
a. Jog-A-Thon	
i. This event brought in \$23,798.	
ii. Amber asked for feedback so that we could plan accordingly next year.	
b. Panera Fundraiser	
i. This dine-out fundraiser brought in \$205.	
ii. There will be two more dine-out fundraisers at Blaze and Noodles.	
iii. Traci volunteered to hand out flyers for the dine-out fundraisers.	
iv. Traci will forward an email to Rachel, so Rachel can send out information and flyers to parents.	

- v. It was suggested that classrooms can be rewarded by having the most families who dined out for the fundraiser. We will think about more ways to incentivize families to participate in dine-out nights.
- vi. Traci volunteered to make a list of new restaurants to try out for future fundraisers.
- vii. It was suggested to try a dine-out dessert fundraiser such as cookies, ice cream, etc.
- c. SCRIP
 - i. This fundraiser brought in \$406.
 - ii. There were 8 orders total.
 - iii. Rachel suggested an additional SCRIP order for December since parents have been asking for that for their holiday shopping.
 - iv. The gift cards could be delivered on 12/13.
 - v. SCRIP orders will be due on 12/10.
- d. Spirit Wear
 - i. Traci will work with Tiana on getting the shirts printed as well as researching vendors and pricing.
 - ii. Amber will get in touch with Tiana as well.
- e. See's Candy
 - i. A discussion happened as to whether or not there should be a See's Candy fundraiser because of the many fundraisers that have happened so far. It might be overwhelming to some families.
 - ii. It was decided that we would go forward with See's Candy because many families were counting on it and expect more fundraisers to occur around the holidays.
 - iii. When communicating with families about the See's Candy fundraiser, we will acknowledge that there have been many fundraisers happening. Despite this, we still wanted to keep See's Candy an option for parents who enjoy the tradition. Furthermore, we will thank them for their participation so far, which has far exceeded last year.
 - iv. Amy Kool will put together packets for teachers to hand out to students, as well as create an email for Rachel to send out.
 - v. Room Parents can also help with reminders to parents after Thanksgiving break.
 - vi. The orders will be due on 12/2 instead of 12/3.
- f. Mandarin Sales
 - i. A plan to coordinate mandarin deliveries is in process and helpers are needed.
 - ii. Small mandarin orders can go home with the students in their backpacks.
 - iii. A table could be set up at pick-up time.
 - iv. Mandarin deliveries will not work at pick-up on November 17th because the school will be having an inspection.
 - v. Kristin will speak to Kathy and Rachel about organizing a time for parents to pick up mandarin orders.
 - vi. Briana suggested that parents could pick up orders from 4pm-5pm or 1pm-2pm on Fridays. Everyone agreed that this would be easier, especially for large orders.
 - vii. We will remember to include instructions about parents choosing "RANCH PICKUP" so that the orders come to the school and shipping costs can be avoided.

5. Secretary

Alison

6. Outreach Coordinator

Rachel

a. Room Parents

- i. Room Parents can help with communicating important information to parents via email and/or text.
- ii. Rachel observed that the students are very goal driven and like to have fun competitions with each other. For example, bringing in the most cans for a doughnut party or which class had the most people participate in a dine-out night fundraiser. Room Parents can help encourage this sort of fun participation.
- iii. The Room Parent binders were sent out and can now be accessed virtually.
- iv. The Room Parents can create group emails for their classroom parents who wish to participate. This will also help Rachel and the teachers with sending out information about volunteer opportunities, school events and important information.
- v. A suggestion was made for Room Parents to send out end of the year surveys to see how parents felt about the fundraisers, communication and school events.
- vi. Room Parents can create a text thread or a Facebook page for their classroom.
- vii. Rachel noted that parents respond better to emails and other communication that is classroom specific. There is always more response when encouraged by the teachers.

7. Old Business

8. New Business-open for comments or ideas

a. New Purchases

- i. Jill requested that the PTO make two purchases.
- ii. The first purchase would be for two large tents.
- iii. This would provide more space for the students to have during lunch, more outside breaks for the students and provide shelter during rainy day pick-ups.
- iv. The tents could be used for art class as well.
- v. This would cost \$1400.
- vi. The second purchase would be for 50 new chromebooks in the amount of \$6500.
- vii. The 5th - 8th grade students are in need of new computers. Some computers were damaged last year. The new computers would be better able to support new technology. It would also be helpful for students in the same class to have the same computers. This way, the students are using the same programs and following the same instructions. It is more efficient to streamline everything.
- viii. In the future, we could research companies that will match donations to help the school purchase computers.
- ix. Rachel did an abundance of research and found the best deal for this purchase.
- x. There is money left over from last year that can be used for these purchases as well.
- xi. Amber made a motion to approve the purchases. Rachel 2nd. Proposal approved with unanimous vote.

b. Purchase Suggestion

- i. Laura Shearer suggested that some sort of upright storage be purchased for Krsita, so she does not have to haul her supplies back and forth for every art class. Amber is going to discuss this with Krista and review the budget.

c. Thankful Luncheon

- i. PTO will sponsor a lunch for the staff on November 19th.
- ii. Monique and Michelle will plan accordingly with Amber concerning the budget and will reach out to Kathy about the specific details.

d. PTO Spring Election

- i. Amber suggested an election to bring on new PTO members to be held in the Spring.
- ii. The positions of VP and Treasurer will need to be filled for next year.

- iii. This would make the transition into the next school year much easier.
- iv. This would also allow more time for new members to shadow Amber and get familiar with her responsibilities as VP and Treasurer.
- v. More discussions and planning are needed for this topic as we prepare for next year.
- e. Yearbook
 - i. We will ask parents to take photos when on campus and participating in events or helping in the classroom.
 - ii. Pictures can be sent to Michelle and Laura Koerner.

9. Thank you for attending; meeting adjourned: 7:13pm

Cassidy