

Executive Board Meeting

Date	Sept 13, 2022 6:34pm (call to order KH)
Location	PTO room
Board Members	<p>Kris Hess - President OPEN - Vice President Jessica Ronk, treasurer Jena Schmeling, secretary/communications Ashley Hanold, parent-at-large, elementary Shelley Schurr, parent-at-large, middle Tina Smith/Open, teacher representative Willie Birkholz, principal</p>
Attendees	Kris H, Ashley H, Jess R, Rachel T, Shelley S, Ricky&Ro, Jena, Sara, Willie
Old Business	<p>Staff Appreciation - \$1200 for t-shirts???? Do we want to do that as a Christmas gift this year</p> <ul style="list-style-type: none"> • Oct conferences or holiday gift. A way to gift teachers each month. October Conferences • Maybe students can design and teachers vote. • <p>Conferences Luncheon - Rachel/Sally</p> <ul style="list-style-type: none"> • Oct 25th evening conferences • Scotts subs purchased by PTO • Napkins, plates, chips, drinks purchased by families. <p>Raptor Wear - Kris</p> <ul style="list-style-type: none"> • Dave sent one out at beginning of school year- do we still want to send one out ? • First week of November • In order for families to be able to purchase any time of year we need a new logo. 3 logos per sheet, \$10 per sheet • Those present vote on logo - #3 won with 5 votes. <p>Confirm dates, duties/responsibilities for each event.</p> <p>Boo Bags</p> <ul style="list-style-type: none"> • Items and prices • Oct 1-27 • Start advertising in October Newsletter • Need to confirm when we can assemble bags and who will be doing it. <ul style="list-style-type: none"> ○ Thursday Oct 6, 13, 20, 27 5:00-6:00 ○ Sally, Ashley, Rachel • Need to confirm pickup dates <ul style="list-style-type: none"> ○ Thursday Oct 6, 13, 20, 27 5:00-6:00 • Delivery dates - within 5 business days from receipt of order • Delivery fee \$3.00 - goal is to have less deliveries. Should we increase this to \$4 with gas prices and maybe more people will be hesitant to use delivery? But will it deter people from ordering all together? Keep at \$3.00 • Only allow delivery to these zip codes - 54229, 54311, 54302 • Ro and Ricky can help us with the order form on the website. <ul style="list-style-type: none"> ○ People need to be able to order for more than one address ○ People need to be able to choose delivery or no • Ro and Ricky can make it so that orders automatically populate into a spreadsheet to track orders, payment, processing, delivery. • \$10 small bag, \$25 for large bag • NEW option \$3 small bag for teachers or parents to buy for whole class - Krispie, fruit snack, oreo <p>Holiday light drive</p> <ul style="list-style-type: none"> • Dec 11????? 5:00-7:00 (no packer game day) Kris will confirm with SW

	<ul style="list-style-type: none"> ● Get word out early so families can decorate their homes. ● No entry fee but have donation box for PTO ● Ideas for stops along the way <ul style="list-style-type: none"> ○ Food Drive ○ Preble Drumline ○ Preble Dance - Rachel will reach out to them. ○ Christmas carolers - Tolksdorf show choir students? ○ Preble Band students - Yes with Sweeney ○ Selfie station ○ Santa - Shelley Schurr will contact Jenny Komp <p>Fall Movie night - thoughts on this - can we make it happen?</p> <ul style="list-style-type: none"> ● Thursday, Oct 27th ● Trunk or Treat and movie night 4:00-6:00 ● Movie at 6:30 ● Staff lot; Door 14 - restroom ● Students vote on movie via google doc in homeroom/morning meeting - KRIS ● Rachel will make a playlist ● School sound system <p>Smart Cow - Tues Nov 8th</p> <p>Greenhouse Project - Where are we at with this? Shelley S was to reach out to Sarah V on needs/wants and then we can work with Willie to see if it is a possibility and start getting quotes together.</p> <p>SS talked with RS science teachers about ideas Need to decide on a design. A usable space for all classes - middle school, ag classes, and elementary. Include seating. Are families available to help with some contracting?</p> <ul style="list-style-type: none"> ● Phase one - slab with posts ● Phase two - enclosing the space <p>Bike Racks - Put on hold for now per Willie</p> <p>Tables - The outdoor tables went from \$600/piece to \$1000 due to supply chain issues. Maybe we can look for an alternative or purchase 2-3 instead of 4-5. \$1,000/per table On hold - maybe loop with greenhouse.</p> <p>Bookroom - Kris reached out to Amy and Betsy. They don't have a checkout process for books leaving the bookroom. They don't have an updated inventory. There is a lot of lost books. Ask Betsy what the needs are, create a process. We have three parents interested in organizing the bookroom and processing in and out of books.</p>
Financial Report	Budget - Jessica R
Principal Report	<p>First 8 days... routines, classroom community, Raptor Way</p> <ul style="list-style-type: none"> ● The Red Smith School <u>one-page calendar</u>. ● <u>Infinite Campus Parent Portal</u> update as needed ● <u>District Food Service</u> <p>Foot/Vehicle Traffic - Safety over Convenience Flier</p> <ul style="list-style-type: none"> ● Staff supervision starts at 7:30am, ends at 3:00pm <p>School Safety Drills</p> <ul style="list-style-type: none"> ● <u>Student Safety and Parent Notification</u> <p>Referendum</p> <ul style="list-style-type: none"> ● November 8th Referendum https://www.youtube.com/watch?v=Nhotu1iddx

	<ul style="list-style-type: none"> • PTO Information
Teacher Report	
Parent Report	
New Business	<p>Communication among Executive Board</p> <ul style="list-style-type: none"> • Texting is easiest and most will see it. We'll use this for quick communication and asking questions. • Anything final will need to be emailed to all board members so we have a good record. <p>Website needs for events this year.</p> <ul style="list-style-type: none"> • Jena will send sept newsletter, text alert info to Ro • Jena emailed Ro and Ricky with updates for the website for 2022-2023 school year
Newsletter Topics	<p>Jena will send Sept newsletter to school to send via messenger Oct newsletter</p> <ul style="list-style-type: none"> • Send to school by Sept 26th to go out on Oct 1 <ul style="list-style-type: none"> ○ How to download Box Tops App ○ Sign up for Amazon Smile ○ Invite to volunteer or attend a meeting ○ Boo Bags start Oct 1 ○ Holiday Light Drive ????? Dates -"start planning now" ○ Smart cow ○ Trunk or treat ○ Does anyone know a tax preparer? ○ All of Willie's stuff ○ Can't make a meeting? Have ideas? Reach out to us..... ○ Website fund sign up

Meeting Adjourned: 8:40pm

Future Meetings: Oct 11, 2022 @ 6:30 - executive board - Need to confirm.

- Finalize Boo Bag plans and start organizing Holiday Light Drive