

Raymond School PTO Meeting Minutes

10/13/22 @ 2:45 p.m.

The PTO board strives to conduct meetings within a 60-90-minute timeframe. We ask that comments be concise and direct to keep our time together focused and on track. Thank you!

Meeting Called to Order -- 2:48 p.m.

Welcome -- Megan Rios (President)

Secretary Report – Niki O'Brien (Secretary)

September Meeting Minutes approved on 9/12/22 and posted to the school website.

Treasurer Report -- Heather Innes-Smiths (Treasurer)

September Opening Balance - Checking: \$19,131.40

September Opening Balance - Playground Savings: \$26,396.38

Total Working Balances: \$40,090.32 as of 9/30/22

New Business --

Annual approvals

- Voted to approve 2022/23 Bylaws (Revision was made to Article V to change regular meetings to occur "during the second week of the month" to "monthly". By-Laws were presented and handed out at the September meeting for review also posted on the school website.)
Vote results- Yes= 4, No=0
- PTO Board Officer Mid-Year Vacancy
Voted to approve Kelly DaPra as the new Treasurer effective 11-1-22.
Vote results- Yes= 4, No=0

PTO School Bench Purchase & Open Discussion

- The front benches have been moved to the outdoor classroom, leaving no sitting space at the front entry. Mr. Peterson has suggested the following purchase: 2 - 8ft green surface mounted metal benches that would total \$3,057.23. Discussed possibility of Raymond School Foundation covering half the cost.

Playground Update & Open Discussion

- We would like to fund some rubber mats for easier wheelchair accessibility, as well as some handicap/disability friendly pieces; 1-2 new pieces of equipment. We will work with administration to get these purchased.

Budget Open Discussion

- 2022-2023 Budget - \$32,455

Trunk or Treat & Pumpkin Decorating Contest Updates

- Trunk or Treat will take place on Friday, October 21st.
- Close Up DC will sell Walking Tacos, Water, Hot Chocolate to fundraise for the DC Trip.
- Pumpkin Decoration Contest will take place on a separate date. PTO will budget for prizes.

Colectivo Fundraiser Update (Heather)

- The Colectivo sale will run November 15-29.
- Orders and full payment due to be returned to school on Wednesday, November 30th.
- Heather will coordinate order pick up at school for the afternoon of Tuesday, December 20th.

Family Tech Talk Event (Heather)

- Heather proposed a virtual Family Tech Talk event to Mr. Peterson for Digital Citizenship Week (October 17-21). It is a free event for all school communities hosted by an Internet safety expert from Trend Micro, one of the world's largest cybersecurity companies. Mrs. Hebron & Mrs. Ramon met to discuss. Dates are flexible and can be scheduled at a later date.

Carnival of Lights (Megan)

- Jellystone Carnival of Lights Fundraiser will take place Nov. 22nd AND Dec. 26th-30th. We will earn at least 25% of the sales from car passes purchased with promo code RAYLIGHTS.

Concessions Update (Casey)

- Volunteers for Concessions Needed. Suggestion to create a SignUp Genius and meet with coaches to recruit parent volunteers. Verify rules with the Athletic Director for mini basketballs, clappers, etc. at games before purchasing these items to sell.

Current Chairs-

- Current Chairs (filled)

Events-

Farmers Market - Megan & Niki
Trunk or Treat - Abbie
Class parties/incentives - Megan
Valentine's Carnival - Niki & Megan
Teacher Appreciation - Ahnna & Tina
Holiday Drop - DC

Operational-

Open House - Megan
Volunteers - Ahnna
Retirement/memorials - Megan*
Coffee bar/lounge - Megan, Heather
Marketing/social media - Megan*
Spirit Wear - Abbie

Fundraising-

School Kits - Megan*
Colectivo Coffee - Heather
Holiday Shop - Megan & Niki
Snowball Challenge - Megan & Ahnna
Milkman Game - Heather

Mother's Day Flower Market - Niki
Concession stand - Danielle & Casey
Dine out fundraising - Betsy Bauer
(NEW) Carnival of Lights - Megan

- Open Chairs - In need of Volunteers for following open chairs.

Family nights - OPEN
Father/Daughter Dance - OPEN
Mother/Son event - OPEN
Playground- OPEN
(New) "Booster" Merch - OPEN

* Indicate chairs that Megan would like to remove from her list of duties

- New Fundraiser Suggestions
Cash Calendar
Date Night w/babysitting
2nd Large Fundraising Event? Sports Tournament / Mother Son Kickball
Parents Night Out / Bags Tournament / Wine Vineyard

Old Business --

- Shed Update: On schedule to be completed October 15th.
- Surveys: Received 3 Teacher and 2 Parent returned surveys.
- Farmers Market Recap: Total 2022 Net Income \$2,974.00
- Fall Festival Recap:
 - \$24,415.50 was brought in on Fall Festival day! Final total is still being calculated. Waiting on remaining Silent Auction items to be picked up/paid for, along with any final receipts to be turned in.
 - Classroom Baskets brought in \$3,620!
 - Bake Sale brought in \$1,185!
 - Mrs. Stock's 7th Grade Class to enjoy an Ice Cream Party on 10/14/22, for having the highest bidding classroom basket.

Administrative Report -- Mr. Jeff Peterson

No updates at this time.

Fund Requests --

- APPROVED: Hands on Germination 4th Graders - Mrs. Radovich (\$37.00)
- APPROVED: Camp Whitcomb Mason 6th Grade overnight outdoor education trip. No more than \$3,500 (includes buses) - Mrs. Weber & Mrs. Brockman
- APPROVED: 6th - 8th Grade (3) Buses for WAVE Game Nov. 18th - Mrs. Weber
- APPROVED: 2 Wireless Headsets (\$145.50) - Mrs. Auer
- PENDING APPROVAL: Sets of Books for classroom - Mrs. VonBergen (Price TBD)

Adjourn Meeting -- 4:45 p.m.

Attendance:

Megan Rios, Ahnna Thornton, Heather Innes-Smiths, Niki O'Brien, Kelly DaPra, Rebecca Brockman, Melissa Weber, Mary Ozburn, Debbie Kostrzewa, Katie Feuling, Tammy Fritsch, Corrine Von Bergen, Casey Lawrence, Jen Fabian, Jenny Waldron, Betsy Bauer, Sue Goodrich, Jeff Peterson

Upcoming Meetings:

November 15th, 5:00 p.m.	March 7th, 5:00 p.m.
December 13th, 2:45 p.m.	April 4th, 2:45 p.m.
January 12th, 5:00 p.m.	May 4th, 5:00 p.m.
February 7th, 2:45 p.m.	June 1st, 2:45 p.m.