

# Raymond School PTO Meeting Minutes

3/7/23 @ 5:00 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** -- 5:02 p.m.

**Welcome** -- Megan Rios (President)

**Secretary Report** – Niki O'Brien (Secretary)

February Meeting Minutes were approved on 2/23/23 and posted to the school website.

**Treasurer Report** -- Kelly DePra (Treasurer)

Current Checking Balance: \$24,317.44

Playground Savings: \$0.00\*

CD: \$26,398.17

Playground Funds Update:

\*Playground funds of \$26,394.17 were transferred into a CD, to earn 4.35% (4.45%APY) interest over 15 months. Accrued interest will be deposited into the PTO general checking fund when the CD term matures.

Budget

- 2022-2023 Budget - \$32,455
- Budget/Expense/Income Review

**Old Business** --

Recent Fundraising Totals:

- Panera Dine Out Night - \$57.47

**New Business** --

Spring Craft Fair Update:

- Saturday, March 25th in the gym and atrium.
- Tape/mark 10' x 10' booth spaces on Thursday, March 23rd after school.
- Set up the evening of Friday, March 24th (5:00pm-8:00pm) and morning of Saturday, March 25th (7:00am-8:30am), with some help from DC students (10 students total between the 2 days, \$100 towards DC trip).
- We currently have approved applications for 55 booths, with room for a total of 79-83 booths. Still accepting applications.
- Could use more bake sale donations.
- Advertising:
  - Journal Times - Event listing Thursday 3/16 & 3/23 Get Out & About Sections, Sunday 3/19 printed & online ad, Digital Banner on webpage 3/19-3/25
  - Yard Signs - Purchased 20 yard signs. Lacey will print vinyl lettering. Place yard signs the weekend prior.

### Glow Dance Party Update:

- We will be hosting a Middle School Glow Dance Party, from 6:00 p.m. - 8:00 p.m. on Friday, March 31st for 6th-8th graders.
- Permission slips to be distributed by the end of the week.
- Ticket cost \$5 - Includes 1 walking taco, 1 drink, and 1 glow stick.
- Students will have the opportunity to purchase additional concession stand items and various glow items.
- School cell phone policy will be followed. Any cell phones will be checked in and out of the party. Phones may be accessed in a "phone zone" to make calls to parents if needed.

### Mother's Day Fundraiser:

- Order forms are printed and will be distributed the week of April 3rd.

### Mascot Fundraiser:

- Social Media Announcement is posted.
- Mr. Wolff will announce "Naming Panther in '23" at the all school assembly March 17th.
- Students will have opportunities to submit name suggestions between 3/17 - August. A suggestion box will be set up in a localized area at school and during school events.
- Build a Panther workshop will be offered at the Craft fair, during the Farmer's Markets, at Fall Fest, and more.

### PTO Board Nominations for 2023/24 School Year - Elections to be held at April Meeting

- There have been no PTO board nominations.

### 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  
Spirit Wear - Abbie  
Glow Party - PTO Board

#### *Operational-*

Open House - Megan  
Volunteers - Ahnna  
Retirement/memorials - Mr. Peterson  
Coffee bar/lounge - PTO Board  
Marketing/social media - Megan\*  
Spring Craft Fair - PTO Board & Lacey

#### *Fundraising-*

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

Mother's Day Fundraiser - PTO Board  
Concession stand - Danielle & Casey  
Dine out fundraising - Betsy  
Carnival of Lights - Megan\*  
Mascot Name Fundraiser - PTO Board

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

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

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

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

**Administrative Report** -- Mr. Jeff Peterson

**Fund Requests** --

- PENDING APPROVAL: Sets of Books for classroom - Mrs. VonBergen (Price TBD)

**Adjourn Meeting** -- 5:55 p.m.

**Attendance:** Megan Rios, Ahnna, Thornton, Kelly DePra, Niki O'Brien, Jeff Peterson, Jenny Waldron

**Upcoming Meetings:**

April 4th, 2:45 p.m.

May 4th, 5:00 p.m.

June 1st, 2:45 p.m.