

Raymond School PTO Meeting Minutes

9/12/23 @ 4:30 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 -- 4:30pm

Welcome --Andrea Thunhorst (Vice President)

Secretary Report –Jen Fabian (Secretary)

August Meeting Minutes were approved on August 29, 2023, have not been posted to the school site. School page is not updated to reflect new PTO board.

Treasurer Report -- Melissa Leeder (Treasurer)

Current Checking Balance (ending Aug 31, 2023): \$7,452.48

Playground Savings: \$20,414.89

CD: \$0.00

School year donation to goal \$25,000:\$2,265 (cash), gift card and monetary donations to be recorded in October

- Spirit Wear/Popsicle Sale: \$425 (cash) & \$490 via Cheddar Up
- Family Movie night (including E-Vergent donation): \$250
- Birthday Signs (including J&D donation): \$600
- Raising Raymond's Roof (including Educators donation): \$500

Spirit Wear:

- Previous total inventory cost value on hand is \$5,602. This is NOT the retail value.
- August update-Sold \$915 (cash (\$425), Cheddar-Up (\$490), rest through cheddar'd up) at kindergarten pizza on the playground and through facebook
- The Booster Club has requested to take over selling Spirit wear but does not want to purchase the PTO's current spirit inventory. The PTO would like to sell remaining spirit wear at cost and when it is gone let the Booster club take it over.
- Previous minutes show that if a booster club was formed, they were to buy the popcorn machine (estimate \$200).

Other updates:

- PTO created a website, RaymondPTO.org. We used GoDaddy for hosting and website templates. Org domain registration for 2 yrs \$33.34, Full Domain Protection \$19.98 = \$53.32. Website for 1 yr \$119.88
- \$50 Teacher breakfast (name cards)
- Magnets total \$356.23 (last year was \$335)
- PTO paid for a Zoom acct \$157.40
- Received Fall Fest \$995 (August)
- Received refund from 22/23 True-up for \$266.09 from overpayment of bus expenses.
- Birthday Signs: Collected \$100 YTD
- Transition of bank acct occurred on 8/31/23.

2023 events:

September 22, 2023-Family Movie Night-Mrs Waldron

- Jen-advertise on facebook (updated on website)
- Andrea-Volunteers needed
- Mrs Waldron-Food? Pizza ordered for Dominos?
- Sponsorship evergent-\$250
- Pine Acres
- Abby-Classroom parents to send reminder
- Mrs Waldron-Classrooms vote on movie week of 9.11

October 8, 2023-Family Panther Portraits

- Mrs. Born photographer
- \$50 for 15 minutes (\$25 profit to PTO)-time 8am-5pm (30 mins break)
- Andrea-Need to post time slots
- Abby-confirm 2 backdrops-Erika Pfeffer-Nelson or Mrs. Born?
- Abby-confirm with Nikki about opening doors
- Jen-advertise on facebook

October 20, 2023-Trunk or Treat-need chair

- Jen-Advertise on facebook about needing chair

November 9, 2023-Raise Raymond's Roof

- Student council-raising food for pantries
- Confirm fundraising amount \$10k plus \$1k for additional staff member; penny wars/classroom?

Teams:

Fundraising-Secretary

Colectivo
Dining out
Carnival of lights
Retirement/memorials

Hospitality-VP

Teacher coffee lounge-stocked for 1st week (sponsored by Target)
Teacher appreciation week in May
Coffee truck-once a month in mornings & early release days (when do we want to do it again with Just Brew It?)
Volunteering-sign up genius for all events

Community-President

Color Run? American Cancer Society?
Birthday signs, graduation sign, back to school signs, marquee sign (4 orders thus far for birthday signs)

Classroom parent communication (awaiting 3 classroom parents)
Spirit wear & advertise-Fridays
Bulletin board-update donations earned, flyers and PTO board picture

Events-President/Teacher liaison Mrs. Waldron

10 events (on magnet)
September-Family movie night
October-Family Panther Portraits; Trunk or Treat
November-Raising Raymond's Roof (working with Mrs Goodrich & Student Council)
December-Kids Holiday Craft Day (week)
January-Family movie night \$5/person, concessions, student's vote on movie, 6pm start time, pizza? Bring your own chairs and blankets, dress for movie?
February-Glow dance (6th-8th grade)
March-Panther Pasta Party-child focused activities, kid's corner, bingo
April-Father & Daughter dance (4K-5th grade)
May-Mother & Son dance (4k-5th grade)
Decor, entertainment, food/beverage, facilities, RSVP's)

- Article of by-laws to be discussed at next board meeting.
- Q & A

Administrative Report -- Mr. Jeff Peterson

Fund Requests – none

Adjourn Meeting -- 5:41pm

Attendance:

Andrea Thunhorst
Jen Fabian
Melissa Leeder
Jeff Peterson
Jenny Waldron
Jolynn Swan
Sonia Ericksen
Melissa Kothe
Melissa Nelson
Cirila Martinez

Please note that all PTO inquiries outside of this meeting should be emailed to PTO@raymond.k12.wi.us. Thank you!

