

Family Center PTO Meeting - Wednesday, November 28, 2018

Attendees: Lori Holtzman, Liz Florek, Michelle Snyder, Julie Gullickson, Debbie Reilly, Elizabeth M, Betsy Sinclair, Shanon David, Lilly Scharff, Alison Yee, Anne Handley-Fierce and Kami Waldman

Opening + Welcome (Lori Holtzman): Introductions

Treasurer Report (Betsy Sinclair):

PTO Dues are at \$2560 (lower than last year). The flashlight walk brought in \$685 (less than last year). Class pictures brought in \$970 (higher than last year). Escrip balance is at \$54. The scholarship has already been paid. It is recommended that we send out save the dates for wine and dreams in January because we need funds from this event. It is also recommended that we resend escript information out in January, possibly assign a specific person to help with it

Communication (Liz Florek):

Email blast about art to remember for free shipping

Outreach (Lilly):

Helping Hand Me Downs is the selected organization for the winter project.

Collecting all next week for new/gently used baby stuff, clothes, Dec. 3-7th. Larger items collected 8:45-9:15 M-F in the lower parking lot. Each classroom will also have an envelope for collecting money for Helping Hand Me Downs.

Anne Handley-Fierce picking up the larger items at lower playground.

Room Parents to promote within class rooms

Fall Book Fair Recap (Shannon David):

Total Sales for the book fair were \$3987 (\$800 less than last year), return rate dropped down to 10%. Family Center received \$398 on a gift card from Barnes and Noble. PTO was able to purchase the remaining books on the wish lists for teachers with the gift card from this year and last year. There is still have a remaining balance on the gift card for future use.

Eye See Me Book Fair (Shannon David):

Eye See Me is a multicultural book store. Literacy night to be held on Feb. 6th, requires a \$35 deposit to confirm the date.

Literacy night, pizza party (charge per family) 5:00 start time to 7:30 with book fair open the entire time. Eye See Me has suggested lists for certain age groups to help with buying selection. Also, need to have teachers make book wish lists.

Art to Remember (Amy Jennings via Lori Holtzman):

Everything was delivered on Nov. 27

Teacher Appreciation (Julie Stiles via Lori Holtzman):

Nov. 2, provided snack on early release day. Dec. 7 is the next event, its going to be a hot chocolate bar. Reminder going out soon

PTO Council Meeting Review (Lori Holtzman):

Discuss idea to change the language for PTO donation to help with more contributions/participation. Possible ideas to include;

- What the money is being used for
- Different levels of contributions listed on the sheet
- Use the word "dues"
- List the events that the PTO contributes
- List that our goal is 100% participation
- Send out thank you notes to individuals that contribute
- Send out email about tax deductible donation to the PTO toward the end of the year

Also discussed centralizing communication from the PTO. Send out all e-blasts through the communication person.

It was discussed that teachers cannot accept gifts of \$100 per donor.

It was discussed that dipping into the PTO's reserve fund should not be used for anything unless a complete emergency arises. Decide case by case for the need of additional funds but should come from surplus money not the reserve.

Director's Report (Debbie Reilly):

A big thank you from the staff for the treats on early release day. We are enjoying the snacks! Look in the next issue of Inside Clayton for an article about Stay, Play and Learn.

Children and teachers are enjoying the new classroom books. We are so thankful for the generosity of families.

The Family Flashlight Walk on the nature trail was so much fun! The surprise snow made it a magical evening. Thank you to the many families who participated in the fun.

Closing (Lori Holtzman):

Next PTO meeting is scheduled for Wednesday, January 16, 2019.