

# RS Payne Elementary School PTO Agenda

## November 2, 2017

Attendance: **Sheri Quinones**, President, **Diane Stratton**, Teacher Rep, **Eliana Lobb**, **Keeley Tuggle**, Spirit Committee, **Ashley Khurana**, Box Tops, **Cindy Tolle**, Candy Cane Clubhouse, **Sarah Muminovic**, Secretary, **Kellie Baldwin**, Principal, **Vincent Jones**, Guidance Counselor

### Welcome and Introductions

#### **Sheri Quinones**

Two Guests from LC Doctorate program in attendance

### Approval of October PTO minutes

Motion; **Cindy Tolle**. Second; **Keeley Tuggle**. Motion Carried.

As a FYI, this school year, meeting minutes will be sent out via Infinite Campus by **Ms. Davis**, and will also be posted on the school's website.

### Principal/Staff Report

#### Trunk or Treat

This year's Trunk or Treat was tabled due to some timing issues. **Taja Davis** is still willing to Chair this initiative for next year.

PTO will assist with this initiative next year by coordinating a Sign-Up Genius for candy collection and possible volunteers.

### Metal Recycling

**Diane Stratton** indicated that **April 21, 2018** is the Day of Service this year and that this might be a good day to work on the scrap metal removal with the help of community volunteers.

**Sarah Muminovic** is working on sourcing possible local businesses, city resources, or LCS division resources to assist in this process. She has submitted a draft of the top three potential private companies that may be able to help facilitate with this process to Principal Baldwin. Principal Baldwin is in the process of submitting those action items to the division for feedback and direction.

### Committee Reports

#### Treasurer

October's bank statement is reconciled and balanced. All statements are available upon request.

Treasurer Report, delivered by **Sheri Quinones**, President

-Bounced check during the Attractions Book fundraiser

- PTO charged a \$32 service fee
- Kroger Rewards income \$509.69, Quarterly payout
- \$27,957.90 current balance
- School Store fundraiser resulted in 2 \$50 Gift Cards-\$100 total. These were given as thank yous for participating in the fundraiser.

#### -Vote on funds for Conference Day

-Proposal made by **Sheri Quinones**; to spend up to \$150 from the budget excess to purchase breakfast items and snacks for staff, 90 people, for conference day on November 7, 2017.

Motion; **Sarah Muminovic**. Second; **Cindy Tolle**. Voice vote. All in favor.  
None opposed

#### Candy Cane Clubhouse, **Cindy Tolle**

Holiday gift shop open to students from Wednesday, December 6, 2017-Friday, December 8, 2017. 20 minute time slots per class. A Sign-Up Genius will come out to collect donation items for the store, monetary donations, and volunteers for shoppers and store keepers. Candy Cane Clubhouse will be located in the library hallway on the pre-k side. Costs are kept to a minimum to make it a reasonable price point for all economic levels.

Teachers and faculty will be able to purchase during a designated time on Friday, December 6, 2017 to ensure there are enough items for students to purchase.

#### Spirit Committee, **Keeley Tuggle**

November 3, 2017 will be 3rd Spirit Day. During the October Spirit Day there were 3 clearly defined winners for last month. Reminder to wear Spirit T-shirts or red/black on November 3.

#### Fundraising

Restaurant night

**Danielle Englund** will be assisting **Sarah Muminovic** with this committee. Looking to host a double fundraiser night at Mi Patron and Mister Goodies for the month of December.

Box Tops

**Ms. Bagwell**, retired Movement Education teacher, used to head up this committee. As of 2017-2018 school year, this is a new committee for the PTO to run. **Ashley Khurana**, Boxtops Coordinator, and **Sheri Quinones**, President, will meet to discuss the facilitation of this program. **Principal Baldwin** contributed that 3rd grade teacher, **Ms. Beurele**, offered to use the counting of the boxtops as a counting activity and sorting activity.

## Volunteering

### Parent Partners

**Sheri Quinones** is nearing completion of the set up for this new initiative. She has collected the potential dates/times and frequency of when grade level meetings will occur. She has had some parents express interest in this capacity. She is currently in the process of pairing parents with matching availability to specific grades. The primary role of the Parent Partner is to intermittently collect feedback and suggestions for the utility of PTO funds. Partners will primarily act as a communication vehicle for Teachers to PTO.

### Carnival, Silent Auction, and Raffle

A brief discussion was held around whether to have carnival or silent auction due to lack of volunteers to chair these committees. A separate work session/meeting will be held on Tuesday, November 7, 2017 at 8:30 am in the RS Payne cafeteria to discuss an action plan regarding Carnival and Silent Auction.

## New Business

New Event-Fine Arts Night-Art Gallery on the top of the track, providing healthy dessert and pizza, Pride of Payne would perform along with strings students. This new event is in lieu of Family Fun Fit Night, previously run by retired Movement Education teacher, **Ms. Bagwell**.  
March 20, 2018 5:30-7:30

### Upcoming Events

*Dr. Seuss Read Across America* Night, March 1, 2018, 6pm-8pm  
*Book Fair*-March 19, 2018-March 26, 2018  
*Stream Night*-April 19, 2018, 6pm-8pm

**Principal Baldwin**- Some teachers are inquiring about the availability of funds for supplementing the cost of upcoming field trips. Ms. Carothers and the 2nd grade unit are looking to take two field trips; a walking field trip and a bus trip to Roanoke for the Science Museum. Also, **Ms. Watson** and the Kindergarten unit are looking for a possible field trip to a strawberry patch in the spring.

## Old Business

Recess Equipment-**Mr. Jones** recently conducted a visual survey of the recess equipment being used by various grades. He has determined that a bag with all of the same items in it would not be necessary because not every grade/class uses the same thing. The most utilized piece of equipment school wide is the kickball. These get used the most and are destroyed the quickest. Second most utilized recess item is the jump rope. The GO Center could use footballs and maybe a set of flags for flag football to discourage tackle. An additional piece of equipment that is not owned, but that would be nice to have, are two sets of bases for kickball. One set for daily use and then an extra on-hand set for replenishment. **Mr. Jones** will check further with Instructional Assistants that supervise recess to determine if there are more specific needs. He will then compile a final list of recess equipment based on the specific needs of grades and units and submit that list to the PTO for review.

**Our next meeting will be December 7th at 10:30am**