

R. S. Payne PTO Meeting

October 4, 2018 7:00pm

In attendance: **Danielle Englund**-President, **Liz Dop**-Treasurer, **Alys Miller**-Hospitality, **Lori Smith**-Teacher Representative, **Kellie Baldwin**-Principal, **Sarah Muminovic**-Secretary, **Tom Herndon**, **Elianna Lobb**, **Philip Kivindu**

Approval of September Minutes

Lori Smith motions. Elianna Lobb seconds. All in favor. Motion carries.

President's Report-Danielle Englund

Upcoming Events

- Spirit Day – 10/5 (PTO)
- Book Fair – 10/22-10/26-Not a PTO sponsored event; but the media specialist is looking for volunteers. Sign-up link sent out by scholastic. <http://www.scholastic.com/bf/robertspayneelementarysch>
- Pirate Reading and Math Night – 10/25-Not a PTO sponsored event. Title 1 event. 5:30pm.
- Spirit Day – 11/2(PTO)
- Fall Family Fun Night – 11/15 – 5:30 pm- PTO event.
 - Danielle Englund** will reach out to Crosspoint church to speak with them about a possible food donation. She is looking for some ideas about activities. Some suggestions for this event are to hold an activity in the art room with supplies like pipe cleaners, crayons, paper etc. and a family photo booth.
 - To gauge attendance and interest, a letter will be sent home with a return slip.
 - The event will be advertised with a flyer, morning announcements, signs at the car rider line.
 - Carnival goods to be used
 - Raffle is a possibility but is not a requirement to participate.
 - Family Fun Night meeting will likely need to be held prior to the event.
 - Further discussion of the event tabled until further research.
- Review of the By-Laws-Tabled.

Principal/Teacher Reports

- Kellie Baldwin**-Looking forward to first official Spirit Day. The staff and students are thankful for the t-shirts provided by the PTO.
- Total enrollment is 507. Due to higher numbers in the base 5th grade, the school will be creating another base 5th grade class. There will be a reduction in the base 3rd grade. The 3rd grade base teacher will move to the newly created 5th grade base class. 5th grade had an average of 24 students per class and 3rd had an average of 14 per class. Those students affected by the change received a letter home indicating that a change would be made to class/teacher assignment.

-**Lori Smith** asked about the status of the Grade Level Trade Books. **Liz Dop** stated that she would follow-up on this PTO program and update accordingly.

-**Principal Baldwin** excited that the WATCH DOGS program kicked off in September.

Tom Herndon was present for the meeting. He informed the board that 6 Dads volunteered and are signed up. No flyer was sent home. At Back to School Night, a list of people interested in this program was collected. Those who left their contact information were notified of the kick-off event. At the kick-off the volunteers were offered the opportunity to complete the online LCS background check via the school computers. **Danielle Englund** inquired about what is expected of a volunteer participating in the WATCH Dogs program. **Principal Baldwin** responded that they really would like for the volunteer to spend the day being involved in daily activities at the school. These activities may include reading to a class, going to recess, or working in the car rider line. But even if volunteers have limited time, **Principal Baldwin** invites all interested volunteers to contact the school to make an amiable arrangement.

Committee Reports

- Treasurer-Liz Dop

-Review of the Treasury Report as follows:

-Online sales deposit yet to post for the Attractions Book Sale. Posted \$3100 in cash/check sales. There is still the outstanding expenses for the sale that have not been paid. Attractions book sale expected profit/loss; EZPay credit of \$460; \$3100 cas sales minus expenses; possible net income of \$1770

-Spirit Program tshirt cost exceeded budget. The PTO will have some extra t-shirts to sell at Pirate Night and at Fall Family Fun Night.

- Spirit

-T-shirts came in and have been sorted and delivered.

-**Crystal Pannell** slated be taking on Spirit Committee Chair position.

-**Danielle Englund** communicates that the first event seemed to lack teacher participation in September. Principal Baldwin made an announcement on the afternoon of October 4, 2018, the day before October Spirit Day tomorrow, October 5, 2018 to try to inspire enthusiasm and participation. **Lori Smith** says some teachers do not enter numbers if they see that someone has entered 100% participation in class rooms. **Sarah Muminovic** suggests an edit to the Google Form to ask that teachers enter their numbers accurately regardless of whether they anticipate winning or losing.

- Fundraising

Restaurant Night- No restaurant nights so far this year. **Sarah Muminovic** reports that there will be a restaurant night in November and to be on the look-out for more information.

Redemptions-**Liz Dop** will contact **Ashley Khurana** with regards to the status of box tops.

-**Principal Baldwin** has offered to send the sheets out again and try to collect for the month of October.

Hospitality-**Alys Miller** inquires about fall parent/teacher conferences and whether the PTO will be responsible for providing snacks or other hospitality items for this event. If so, the PTO has a combined line item for both the Fall and Spring Conferences. Alys Miller also purchased a gift card for **Taja Davis** (Attendance/Security) after the birth of son in September.

Open Positions / Volunteer Needs

- _____ -Vice President
- Volunteer Coordinator
- Carnival Chair
- Family Fun Night
- Penny Wars
- Flower Sale
- Candy Cane Clubhouse

Our next meeting will be held on Thursday, November 1, 2018 at 7pm.