PTO Board Meeting

May 8, 2018

* Jen Kim called the meeting to order at 8:46am
* Introduced Erik Shumar as new Recording Secretary
* Reminder that an email was sent out regarding Field Day announcing dates and that $10 is available for each class to purchase Bomb Pops (the only popsicle listed on the Approved List of Foods)
	+ A separate order will be placed for the sale of popsicles by the PTO
	+ Rolling coolers will be available to store the popsicles
	+ Water will be made available for all at refueling stations
		- Children should bring their own bottles to fill/refill at the refueling stations
	+ Reach out to grade captains with any additional questions
	+ Change and receipts from and for the popsicles need to be returned to Lynn
	+ Leftover popsicles will also be collected for later, after-school sales
* Reminder that when parents volunteer at the School, please maintain boundaries and pay attention to school procedures/policies/guidelines
* Regarding the Adopt a School Puerto Rico, Roosevelt/CHS have collected a total of 15 boxes of goods for donation
	+ Currently working through shipping costs
		- Plans ae in place to utilize a shipping discount (thanks to Alicia Fisher!) to purchase and send additional items to PR
* Two open Chair positions
	+ Jenny Babb will be the primary Yearbook Committee Chair; Burcu Kirimca and Beth Barone will act as Co-Chairs
	+ Tricky Tray/Fundraiser
		- Next year will be CHS’ turn to host
		- Kate Murry is considering Chairing, but would like to get more details on the responsibilities and expectations for the role
		- Jess Doo (Roosevelt PTO co-president) has offered to make props etc. available if CHS would like to do a Casino night similar to Roosevelt this year
* Lynn provided the Treasurer’s report
	+ Main Account Current Balance: $123,741.99
		- Profits from recent activities:
			* Dumpling sale - $1,750.06
			* Talent Show - $450
			* Book Fair - $3,755.67 (additional 8,262 Scholastic Dollars)
* Correspondence Report
	+ Thank you notes
		- From Judy for Administrative Appreciation Day gift card
		- From Audrey Traynor for Administrative Appreciation Day gift card
		- From Sabrina Johnston for Nurse’s Day
		- From the Second Grade Team for the Book Fair breakfast
		- From the Second Grade Team for Teacher’s Appreciation Luncheon
	+ Weekly Blast information needs to be submitted to Beth by 3pm on Fridays
* Mother’s Day plant sale
	+ Fran chairing
		- Front Lawn of CHS 2pm-4pm
		- Picking up flowers tomorrow (now in bloom!)
		- Elaine Lee (1st grade mom) donated her services and products to the plant sale with 100% of the proceeds going to the School
			* Also donated time on two weekends to help with beautification efforts around the school
* Mrs. Heitman was unable to attend meeting to provide Principal’s Report
* Beth Chinigo introduced the initiative to wear the color orange on June 1st to support National Gun Violence Awareness Day (approved)
* Reminder on upcoming events/important dates:
	+ May 10 – Mother’s Day Plant Sale
	+ May 11, 18, & 25 – 6th Grade Ice Cream Sale
	+ May 23 – BOE meeting 7:30pm @ CHS
	+ May 28 – No School - Memorial Day
	+ May 31 – Open House at 7pm
	+ Next meeting – June 12th at 8:45am
* Open Forum / Q&A
	+ What have been some of the recent purchases or planned purchases?
		- Emergency kits for classrooms (planned)
		- New freezer (purchased)
		- Toys for indoor/outdoor recess (planned)
		- Hallway signs for classroom assignments (planned)
		- Four carts of Chromebooks (approximately 100 Chromebooks in total!) (planned)
		- Approximately $20K remaining after committed funds
	+ Suggestions for use of remaining funds?
		- PTO camera to be used for events, Yearbook, etc.
	+ What is the Open House?
		- The school and classrooms are open for an hour for children and parents to come into the school and walk around to observe children’s projects and accomplishments
* Beth extended THANKS! to all those volunteers who helped at the Book Fair
	+ Scholastic has asked CHS to host a second Book Fair in the fall
	+ Beth suggested that we set up a separate Book Fair for the NBC
	+ Mrs. Heitman is supportive
	+ We will need volunteers!!!
* Jen Kim adjourned the meeting at 9:24am