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