**PTO Meeting Minutes**

**Deerfield Elementary School**

**March 12, 2019**

**Deerfield Elementary IMC**

**Attendees:**  Kim McAloon, Missy Felio, Angela Behm, Elizabeth Tebon-Moerke, Melinda Kamrath, Kristin Leigh, Allison Ledbury, Heather Wallace, Michelle Schwab, Karen Olson, Rebecca schultz

**Call Meeting to Order:** - Sarah called the meeting to order at 6:33 pm

**Approval of Minutes from February 2019 Meeting** – Heather moved to approve the minutes. Angela seconded.

**Presidents’ Report:** Sarah Hart

* No new topics

**Treasurer’s Report:** Rebecca Schultz

* Paid for babysitting last month
* Deposits for vendors for craft fair
* Amazon Smile deposit of $35.76
	+ Went to operating budget
* Some pizza fundraiser checks coming in
* $3800 in deposits for next year’s Craft Fair at this time
* $8200 in Operating Budget
	+ Teacher Appreciation Week and Spring Fling will come out of this
* Took $500 out of Enrichment Budget for the Spring Fling for this year
* Still have $2300 in Enrichment budget we can use yet this year

**Principal’s Report:** Melinda Kamrath

* Outdoor Sign Plans
	+ Reviewed Able Signs quote
	+ Sign is 2 sided and will be seen from the road, not coming up the driveway
	+ $22,756 total quote
	+ Board reviewing next week Monday to approve it
		- $13,653.60 needed up front
		- Still working out how this will be paid, from us or ½ from us, ½ from school
	+ Permit fee has been paid
	+ PTO Donated $18,000
	+ Laps for Learning May 13th, generates close to $5,000 to go towards the remainder
	+ Maybe put a PTO sign in the brickwork on the bottom/in the landscaping
	+ Will talk with Lee Recreation about a sign idea
	+ Dates to come once quote is signed (upon approval from the board)
* Playground Sun Shades
	+ Meeting with Lee Recreation on Thursday
	+ Will be bringing a variety of ideas for us to consider
	+ Will have to determine costs once we see options
* Enrichments
	+ An author is coming in
	+ No other enrichment planned for the school year
	+ Recommendation to keep the same budget for next year, however
	+ Some events are booked for the Fall
		- 3 Screen Event
		- Stoughton Dancers
* Field Trips
	+ Someone asked about field trips for kids that can’t afford it
	+ Could make a donation to the DEAR fund, which is run out of the high school
		- Goes towards a variety of causes, such as lunch payments, field trips, athletics, etc

**Committee Reports**

* Craft Fair – Shelby Westover, Wendy Cole, Missy Felio, Michelle Schwab, Karen Olson
	+ No updates
* Craft Fair Raffle – Sarah Hart, Sarah Paoli
	+ No updates
* Culvers Share Night – Kate Brattlie
	+ April 9th
	+ Will need volunteers
	+ Probably ask for volunteers soon on the Facebook page
* Pizza for Conferences – Michelle Schwab
	+ 27 orders, in the Fall it was 35
	+ Have drink containers, everything is ready to go
	+ Jen is going to pick them up
* Glow Family Dance – Sarah Hart, Missy Felio
	+ Announcement came home today
	+ Ordering decorations and supplies soon
	+ Photo Booth 6:30-7:30, Tessa D, $150
		- Free for families
	+ DJ is booked
	+ Snack sign up will be coming soon
		- String cheese, go gurts, cuties, baked goods
		- Goodwill donation
	+ Committee is going to lead things
	+ Beach balls, glow sticks
	+ Maybe an announcement to remind parents to chaperone their kids, no drop off – Melinda will coordinate a message on Skyward
	+ Asking the group for $150 for extra funds for decorations/supplies, have room in Enrichment budget
		- Michelle made a motion to move $150 to the dance budget from the Enrichment budget. Angela seconded.
* Clothing Fundraiser – Rebecca Schultz, Tracy Curtis, Keleigh Gassen
	+ No updates
* School Kidz - Kim Klein, Kate Brattlie
	+ Should have everything almost ready to go
	+ Dates were submitted to the company yesterday
	+ As long as those dates are approved, paper forms will be handed out/online ordering open March 22nd
	+ Paper forms will be due back to school on April 12.
	+ Online ordering should close April 18th, but nothing could be submitted after this date so maybe we should tell people it closes on the 12th as well?
		- Agreed to close both on the 12th
	+ Pickup will be August 6.
* High Five Event – Sarah Hart, Victoria Larson
	+ Dunk tank is reserved
	+ Should be under budget
* Teacher Appreciation Week – Allison Ledbury, Rebecca Schultz, Michelle Schwab
	+ Good start on things
	+ Sign up genius will be setup soon
		- Sign ups for 3 meals
		- Catering for 2 meals
		- Maybe on the sign up sheet ask for monetary donations towards the catering if people don’t want to shop
		- Need to work out logistics on this
		- Bring some more information/costs to the April meeting
* Supply Drive – Kim McAloon
	+ 168 items on the wish list
	+ 7 packs of 200 laminating sheets were not purchased
		- 1 pack of 10 is $5.89 on Amazon
		- Items were copy/paste
		- Melinda and teachers will help gather what is actually needed so we can make a proposal
	+ 1 Penny Drop Game was not purchased
		- $23 on Amazon
		- Not going to cover this at this time

**Teacher’s Report**

* Covered thank yous during school supply section
* Topic about teacher appreciation gifts
	+ Spending money/stress on the gifts isn’t as important to the teachers, they would rather see money go back to the students or more time for the teachers
		- Examples were having someone come into the classroom to let the teachers take a bathroom break or extra watchers at recess
		- Anything to save a little time would be of more value

**Other Business**

* Wall Murals – Geri Waack
	+ No updates
* Parents Night Out – Geri Waack, Karen Olson
	+ Wondering what the regulations are according to the school
	+ Would need to be supervised and a custodian will have to be on site
	+ Geri and Karen will gather some more ideas
* BP Fundraiser – Angela Behm
	+ No updates
* Scrips – Angela Behm
	+ Can’t involve the kids or the office
	+ Neat idea, good way to make extra money
	+ Really big time commitment
	+ Could try it out for one round, maybe around the holidays
	+ May make more sense to talk about it in the fall
* Ragnar – Kim McAloon/Rebecca Schultz
	+ Looking for volunteers to staff the Deerfield exchange location
	+ Would need to staff 5-6 people on site all day May 18th
	+ Hours would be 6:45-4:30
	+ Volunteers would be recording times and directing parking
	+ Could do multiple shifts, but need to have 5-6 people all day
	+ If we staff it, we would make $500
	+ Have 5ish volunteers so far
	+ Sounds like we have a few more volunteers, Sarah and Kim will start getting the word out
* Sensory Pathways – Sarah Hart, Missy Felio
	+ Melinda said these will need to be placed in only certain spots, maybe outside the office due to traffic in the hallways
	+ Concerns about how the floor cleaning/waxing would handle this
	+ Requires 5 coats of wax to secure them
	+ When wax stripping happens, you don’t strip it down all the way
	+ May last a year or two without wax, or until you take them off if you wax them appropriately
	+ 2 different companies, Cottage Grove purchased 2, went with the $300 option

**Meeting Adjourned at 7:57 pm**