

Van Hise Elementary PTO Board Meeting Minutes May 10, 2016

Present: 7 board members, 6 parents, and Mrs. Keeler.

Introductions (Wendy Crabb): Jeff and Shelley Maxted will share the job of treasurer next year, and Stephanie McFarlane will be secretary next year, and will probably stay on the carnival committee.

Playground fundraiser (Carousel Baird and Kristin Ruedi-Krause): The fundraiser is happening! Olivers is no longer interested in hosting it, but Sundance will give us their space for free (on the 2nd floor), the only requirement is that we spend a minimum of \$500 (including cash bar). Carousel just has two questions: 1) dates. Monday June 6, or Wed. June 8? Vintage also offered their space, which will hold 80 people and no dollar minimum, and they do have Sunday nights available for free. Carousel prefers Sundance, and recommends Wed. the 8th, and recommends that we charge \$50/person (\$100/couple). We can bring in a cake from outside for a going away party or an anniversary, but not a grocery store cake, it needs to be a good professional cake. Carousel requests a budget of about \$1000. A chunk of the parents of the 5th grade class will be working on the graduation that night. If we get the full 150 people, that would be \$7,500. Carousel has talked to some teachers about donating experiences as well. She wants to do a live auction bid at the fundraiser. Someone asked whether Carousel had looked into a band? Yes, she has a couple ideas for bands. The Bartells, or the German Art Students maybe? The proposal for the fundraiser is that we would serve appetizers and dessert, and it would last two hours. Someone suggested we not bother with a band, since there will be a live auction, too.

Carousel moves to approve playground fundraiser, \$50/person, at Sundance, on Wednesday, June 8, and with a maximum budget of \$1,000, from 6:00-8:00 pm. Wendy seconds. VOTE: Motion passes unanimously.

Art and Craft fair recap (Robin Stevens): The Art Fair brought in \$2,500. Robin proposes to give it to the art department, since the K/1 teachers get the money for the parents night out event that they do, and Beth could really use the money, given that her budget has been cut. The bake sale brought \$550, food carts \$260, vendors \$1,700. The first year we held the art fair, all of the money went to the visiting artist, the second year, some of it went to the same artist. The money from the third one rolled over to the PTO. Part of the original thinking after the visiting artist, is that at the time, the PTO wasn't making as much money as it is now. Shelby recommends that in the years that things are flush, we should give the art fair money to Beth, in lean years, we can talk to her about having at least some of it go to the PTO. Dana suggests having Beth ask for a grant rather than just give her the money. The art budget has been cut from \$8/kid to \$4.50 or so per kid. Wendy's proposed that we decouple the event from the PTO and then the money would go directly to the Van Hise general donation fund, so it's not passed through the PTO treasurer. Jeff has concerns about the idea of giving it to Beth in good years, and

keeping it in bad years, because then Beth can't count on it. Shelby recommends that if we decide to take that approach, someone from PTO would run it instead of Beth, and that should be decided up front. Sherry suggests that most families assume it all goes to the arts generally. Sherry said that food carts would come to future events, like the ice cream social, and suggests keeping the food cart money with the art fair. Wendy would like to decouple it permanently until Beth doesn't want to run it anymore. We'll need to clarify whether the money from food carts, which were designated as going to a nonprofit (i.e., the PTO, not the school), will confuse things.

Dana moves that we let Beth keep the money and decouple the event from PTO. Shelby seconds. VOTE: Motion passes unanimously. Dana will send an email to Ann and Beth about it so she can write a check. She will cc Jeff and Peg. Robin and Peg will talk to Beth. Dana suggests that this year we keep the \$260 from the food carts because she already sent them donation letters from the PTO.

Sherry will invite the food carts to the ice cream social (Tues., May 31), and have them arrive at 4:30. Swim team sign up for Hill Farms Swim Club is also the same day; Sherry will contact Jana at the pool.

Budget (Dana McCloskey): The role of treasurer will officially transfer from Dana McCloskey to Jeff and Shelley Maxted in June 2016.

Total income for this year (not profit, just what we've deposited) will be about \$74,000. Expenses in total were \$62,000 (budgeted), so we are spending a good bit of what we bring in. Carousel asks if we've moved any money to the playground. Afan asks if there's a budget for the playground; Carousel says it's about \$150,000 to get us everything on the whole plan. Dana points out that it would be good to be able to say we have money in the bank for the playground and suggests moving \$25,000 into the "playground fund," then we can tell people if we get x amount, we can do thing 1, if we get x+ amount, we can do thing 2. Jeff would like to be specific about what we're asking for money for. The first section, which we hope to complete this summer, will be about \$10,000. That would terrace the hill and put in the nature-based play area. The playground group is meeting with ZDA to itemize how much each thing will cost, and explain why certain things are planned together. ZDA has given us letters for in-kind donations (about 1,000 so far). Kristin's husband writes grants, so they will try to get grants for next year. We could do matching grants if we wait on the full donation. Meaning, the PTO could donate \$10,000 (for example) and ask for a matching grant from someone else.

Next year's proposed expenses (unrelated to the playground), unreviewed or finalized, are estimated at around \$80,000 right now. Dana estimates that we'll bring in \$70,000.

PE and music get zero money from MMSD, but get a \$200 stipend from the PTO, plus boxtops if we get enough. Ms. Jenks would like to buy better music books. Mrs. Koval used to take k/1's bowling, but stopped doing that when the cap for field trips happened; equipment is in bad shape. She used to get labels for education, but that's ending - there will be only one more round. Dana asks why can't they ask for a PTO grant for new

rollerblades and music books. Peg notes that since they see every child in the school, the things they need are just bigger. Also, it's a timing thing - the time they need to order things doesn't necessarily coincide with when the grant process is. The scope is different than a classroom teacher - their programs are for large numbers of children. If it's a stipend, they can count on it, and, for example, can plan to replace 1/3 of helmets every year. If there is something big, we could organize a fund raiser specifically for that. The total amount that goes to stipends is \$5700 this year. It would increase by about \$900. Shelby points out that not all the teachers spend their stipends, and it's a "use it or lose it" deal; this year, there might be about \$1000 of unused stipends left over.

Stipend increase for specials (art, music, PE) to \$500 annually, starting next year. Wendy moved, Jeff seconded. VOTE: Passes unanimously.

The strings teacher, who made all the cello holders in the music room, is leaving, and is taking the holders with him (he is going to another school); Wendy is trying to figure out how to replace them - Heather Gunderson's brother is a carpenter. There are 15 cellos or so. Wendy suggests PTO could pay for the wood.

Playground again: Do we know we'll only do one phase this summer? If we raise more money, can we do more? The fewer years we have to ask for the additional fundraiser, and the more people see right away, the more excited they'll get. We're trying to keep the phases under \$15,000, just so we don't automatically have to go to the school district, which adds 3 months. So should we vote to move some money this summer? \$15,000 now, talk about more later? Or, Carousel will everyone know more on Thursday and be able to give a better estimate. But would it be good to be able to say we already have x amount, PTO has already jumpstarted it with your generous donations. Shelby suggests deciding by email, so we have a better idea of what the phases will be. So we can say, these three phases are what we can do, and the PTO has kicked in x amount. Shelby suggests putting everyone who's in the room on the email list to vote. Wendy will include others who often come to meetings. There will be an update after Thursday, then an email discussion over the message we want to send re: amount (ie, phase 1 is \$10,000, and will be consist of xyz), so we understand what we want to commit to at this fundraiser. Jeff suggests an email discussion with formal vote in June. Dana agrees in principle, but if we wait to vote until June, we can't send the message in the invitation, because it has to go out before June. We should also give a number of years we want to do it in, how much money per year. Tabled.

Ice Cream social (LeAndrea Vernon): We will go with Chocolate Shoppe ice cream again; we sent out a lot of donation requests, but lots of responses are that since we aren't requesting healthy items they won't donate. Costco donated a \$25 gift card, but only if we don't advertise that we got it; so we can use that to buy bowls and spoons. That was the only donation we got a yes from. Chocolate Shoppe gave us a discount - they sold the ice cream to us at cost. We got some ice cream, some flavored ice, and some soy. When we hear whether the food carts will be there, we can advertise. It will be on Tuesday, May 31. The food carts would be at 4:30; ice cream at 5:30. Sherry is thinking a maximum of 6 carts, and we would keep them where they were for the art fair. They can be there until

6:30 or 7:00.

Tentative Calendar for 16-17 (Wendy Crabb): Dates for next year's events need to be in as soon as possible. Registration table: 8/18, we'll need volunteers for the PTO table, from 11:00-6:00. New family breakfast: 8:30-9:30. Open house/instruction design: Peg says they'd like to change up communications next year. So instead of an Open House, there would be a welcome back day on Aug. 30, running from noon-6:00. There will be food, and families can drop off school supplies. Then we would have something like Madison Parent Teacher Teams, and do it by grade level. There will be a new report card next year. We will offer child care and dinner on those nights. Peg will talk to the foundation and will work with a vendor. She is trying to address all the things that parents want and use available time more wisely. Should we invite the whole school on 8/30, then have smaller events for each grade? Between Sept./Oct. - should we change the back to school potlucks and have them here instead of at Rennebohm? The timing could be tricky. Could we do it with pizza instead of potluck? It would replace us ordering pizza for open house night. The potlucks run about \$700 for food, then for the open house we spend about \$1200. Maybe we could get donations from somewhere. Giving away food guarantees more families will come, more people will show up for instructional nights, and removes a barrier. There was some further discussion about options for asking for donations.

Fall dance: last year's was a huge success, Miss Chanel ran it. Wendy has it scheduled for Friday, Nov. 18.

K/1 parents night out: Dec. 9 or 16.

Back to school: Jan. 4

Carnival: Jan. 20 (an early release day), but gymnastics equipment will be in in March, so we could move it back to February. Is there a Friday early release in February? There is only a no school day on February 3. We would like to have it on an early release day so there is more time to set up. Stephanie will check with Jodi, because she was less sure about the January date. Solicitations are hard in December. Mrs. Prager said she can work with her reach groups to write solicitation letters starting in Sept., and Mrs. Maher's kids can also write some.

Activity fair: Wendy is trying to move it to a different school for next year, based on feedback from the vendors that there won't be very many new kids here next year; if it rotates between schools, vendors can reach new families every year.

Multicultural night: Wendy hasn't heard back yet from the organizers, but she will put in a date as a placeholder: March 17.

Talent show? What about Feb? Wendy will put in dates, but we need an organizer or there can't be a talent show.

Book fair: April 6, tied to conferences.

Spring break: April 8-16 (no day off after easter)

Science night:

Teacher appreciation: May 1-5.

Kindergarten roundup and art fair will be together again: May 12.

Ice cream social: Monday, June 5.

Last day of school: June 8.

Parent education night on internet safety by Afan: we'll try to hold it early in the year, September or October. There will be more parent education nights, Wendy asks for suggestions for topics.

PTO meetings will generally be the first Tuesday of the month. Wendy asked for votes. Jolynne prefers the second. Ok, they'll be the second Tuesday. Wendy will look at the dates. The first meeting of the year will be on August 23 at 6:00 pm, at the Vintage.

Stage (Afan Ottenheimer): Mike Brown, Assistant principal at Hamilton pointed out that they didn't realize that the way the district is planning to update the stage, Hamilton will be losing a classroom, since they use the stage as a classroom (music schools). Hawthorne and Sandberg have the murphy bed stage setup that is being proposed for Van Hise/Hamilton, Afan will try to visit and take pictures. The Hamilton PTO will meet next Tuesday, May 17 at 7:00.

PTO Board ballot proposal Wendy: have a good ticket to vote on in June. Will the June meeting be here? Yes, the meeting will be here in June, then maybe we can go out afterward.