Meeting Minutes

Douglas Elementary PTO

October 17, 2024 Douglas Elementary 3:30pm

**Board Members: Birdie Holley, President – Ingrid Benson, Vice President – Chris Bowman, Treasurer – Raechel Hardin, Secretary – Michaelle Gust, DES Principal**

Meeting called to order by: Birdie Holley, President Attendance: 7

Board Members not present: Ingrid Benson

Minutes: September minutes approved via email.

**Officer Updates**

**President: Birdie Holley** (birdiewester@gmail.com)

* We currently have three board positions to fill: president, vice president, and treasurer for the 2025-2026 school year. Due to limited interest, we are considering setting up a table at the parent-teacher conferences to recruit potential members and candidates for these roles. Michelle will also engage with parents during conferences about joining the PTO.
* Additionally, we might explore having co-presidents for the PTO next year instead of relying on a single individual.
* We also have three board member positions available. To accommodate more attendees, we will continue alternating the PTO meetings between 8:30 AM and 3:30 PM.
* PTO closet update: shelves have been ordered for better organization, and once they arrive, Katie and Alison will take charge of organizing the room and purging any unused items. Alison may also need bins for the closet, and she will inform us if that’s the case.
* **Vice President: Ingrid Benson** (ingbenson2@gmail.com)
* Walkathon update: Final Results 2024:
* THANK YOU all for participating in this year’s Walk-a-thon, and don’t forget that the big event with even more fun planned is October 18th at Beery Field!!
* $64,263 raised by students surpassing our goal of $55,350!
* $16,125 raised by local business donations
* $80,388 TOTAL
* 96% of all funds raised were kept by school - $2,279.50 went to FundHub as online usage fee
* 1093 donations from 38 out of 50 states plus Australia!
* Classrooms earned a combination of special days by earning dollars toward their class goals.
  + 25% class participation - Game Day!
  + 50% class participation - Crazy Hair Day!
  + 75% class participation - Dance Party
  + 100% class participation - Pajama Day
* Cotton Candy Club: 210 students
* Silly String Celebration: 113 students participated
* Lunch from Mrs. Gust: 52 students will have lunch with Mrs. Gust
* Top 3 classes Amount Raised:
  + 1 Vandenberg $4548
  + 2 Behnke $4540
  + 3 Heyser $4265
* Top 3 classes Participation
  + 1 Jackson 95%
  + 2 Bosch 90%
  + 3 Vandenberg and Hale tied at 89%
* Top 3 classes for amount earned per student
  + 1 Koeman/Tidbal $265.50
  + 2 Vandenberg $268
  + 3 Heyser $267
* ROCK STAR RECESS classes:
  + 1 Vandenberg
  + 2 Jackson
  + 3 Koeman/Tidball
* Top 3 Grades
  + 1 Grade 3 $12,376 - top grade got to select the teachers’ outfits for a day!
  + 2 Grade 2 $11,770
  + 3 Grade 5 $11.330
* We awarded 18 frisbees randomly out of all registered students!
* Top 10 students for individual donations - they won Trailblazer Stanleys!
  + 1 Logan Starring
  + 2 Max Myers
  + 3 Victoria P Hippolyte
  + 4 Elena Wester
  + 5 Lena Holley
  + 6 Jacob White
  + 7 Sawyer Siebelink
  + 8 Kinsley Snyder
  + 9 Archer Funk
  + 10 Riley Root
* The walkathon event was a great success overall. For next year, we may consider some changes to the silly string celebration to ensure that all kids can participate. The children appeared very pleased with how everything turned out. However, there was some confusion regarding the cotton candy club, which may require adjustments for next year.
* The teachers noted that the prize delivery process improved this year, allowing them to manage it without disrupting their classrooms. We are also exploring the possibility of offering scholarships for kids who may have difficulty raising the funds needed to earn prizes. This is all a work in progress.

**Treasurer: Chris Bowman**  (cjames.bowman@gmail.com)

* At the meeting, Chris shared the working budget, which included the walkathon funds. This year's budget does not cover the Kid’s Big Idea, parent workshops, social-emotional learning (SEL), holiday lights, or the Spanish program. Birdie proposed adding $750 for organizing the PTO closet, and the updated budget, which was approved during the meeting, will be posted on the website this week.
* For the audit, Heidi Hunt will be handling it this year, and Chris will provide her with the new budget and any necessary documents. So far this year, we have spent $7,000. It's important to emphasize that we need everyone to cash their PTO reimbursement checks promptly to help us keep track of expenses more efficiently.

**Meeting Information**

* **Principal Update (Michaelle Gust):** Parent-teacher conferences are scheduled for November 12 through 14. The conferences on November 12 and 13 will be in person, while November 14 will be held via Zoom. The book fair will be available during the in-person conferences.
* Swimming is going well for our second and third graders, and Popcorn Friday is set for October 25. Picture retakes are scheduled for October 29. The Halloween parade will take place on October 31, with parents invited to arrive at 1:30 PM and the parade starting at 1:45 PM.
  + We may need volunteers to help direct the children, ensuring they complete the full circle in the gym for photo opportunities. After the parade, parents are welcome to visit the classrooms for Halloween parties.
* **Teacher Update (Alaina Hale):** Mrs. Robb is collaborating with Ingrid to integrate the VR headsets into classroom learning. The teachers are brainstorming ideas to determine the best ways to utilize these resources. Mrs. Hale has expressed concerns about the space required for the VR headsets, as the classrooms have limited extra room.
* One suggestion is to have a parent volunteer conduct sessions with the VR headsets and students, alleviating some of the pressure on the teachers. They recognize the limited time available for both teaching and managing the VR technology. Mrs. Hale believes that teachers would appreciate this assistance and that it would provide students with valuable VR experiences.
* Another idea is to involve honor students who need credit hours; they could volunteer to help with the VR headsets to earn those credits.
* **Eloquence Day Update (Meagan Lampen):** The date for this event is May 8. Next year she would like to see more PTO volunteers to lead this event since there isn’t interest from 5th grade teachers.
* **SCA Update (Whitney):** No update.
* **Book Fair Update (Becky Starring):** Books will be delivered the week prior to the book fair, with Becky Starring overseeing the setup. She will conduct a walk-through with the students on the 11th and 12th in the morning, allowing them to select books for their wish lists. If teachers are unable to attend during these times, they can arrange a separate time with Becky.
* Mrs. Hale has requested that the book fair remain open during school hours so students who cannot attend conferences still have the opportunity to purchase books. There will also be a teacher wish list available for parents to buy books for classrooms. Additionally, we can send home a link for parents to order books online if they are unable to make it to the conferences.
* Instead of using Scholastic dollars to purchase books for the book vending machine, we plan to accept Scholastic dollars as cash and use them to independently stock the vending machine. Becky will set up the book fair as soon as the books arrive and may need assistance with the setup; she will keep us informed.
* **Parent/Teacher Conference Meals (John Tolley):** No update.
* **Holiday Workshop Update (Alison Mixan/Traci McFadden):** Preparations for the holiday workshop are well underway. All supplies have been ordered, and 90% are expected to arrive within the next week. Alison will create a Sign-Up Genius for volunteers closer to the time of the event. She also needs to coordinate a schedule with the teachers for when the students will work on their crafts.
* Additionally, she will establish a schedule for makeup days for students who miss the crafting day. This year, Alison may also use the cafeteria alongside the art room, utilizing those tables to expedite the project completion.
* **Garden Update (Dana Pecina):** No update.
* **Member Comments:** None

Meeting Adjourned At: 4:5pm

Minutes Compiled By: Raechel Hardin, Secretary