FR Elementary Campus PTO Meeting

Wednesday, January 12, 2022

12 p.m.

AGENDA

1. **Call the meeting to order**
   1. **Tiffany Booker - K, 2nd, 3rd**
   2. **Kate Shippey - 1st, 3rf**
   3. **Andrea Galbraith - 5th**
   4. **Frank Schwartz -K**
   5. **Connie Shirey - 1st, 3rd**
   6. **Celeste Burroughs- 2nd**
   7. **Lori Fitzgerald - 5th**
   8. **Nicole Harchuk - 1st**
   9. **Amber Trout - K**
   10. **Liz Kaciubij - 4th, 2nd**
   11. **Amanda Kale - K**
   12. **Melissa Allen - K**
   13. **Rob Buffone - Principal FRI**
   14. **Allyshia Kohosek - 1st**
   15. **Kuo-Ying Huang - 5th, 1st**
   16. **Mindy Bramer - 1st**
   17. **Katie Connors - 3rd, 1st**
   18. **Tonya Hyndman - 4th, 2nd**
   19. **Megan Walsh**
   20. **Tammy Aikens 4th**
   21. **Megan Paull - K**
   22. **Mrs. Reiber - Principal FRP**
   23. **Cory Renn**
   24. **Funmi Haastrup - k**
   25. **Tonya**
   26. **Fernanda - 4th**

**12:05p call meeting to order, Tiffany Booker**

1. **Welcome** from Co-Presidents, Tiffany Booker, Celeste Burroughs, Amy Kunkle.
   1. President Updates
      1. Approval of November meeting minutes
         1. Motion to approve - Liz Kacuibij
         2. Second - Connie Shirey
      2. Executive Board Met 1/11/22
2. **Treasurer report** 
   1. Update on where we stand with budgets
      1. Intermediate and Primary Board budget changes were approved
      2. Spring fundraiser
         1. Contact Jarid Shipley to help with the planning and execution
      3. Liz: Increased field trip budget for each school, increased teacher appreciation budget
         1. Spring fundraiser needed to meet increased budget lines - $10,000-$12,000 goal
         2. Grade specific events, field day, field trips will happening - pending conditions
         3. Goal of net neutral budget for the school year
         4. Hold some seed money in reserve for next school year
3. **Near Term Upcoming Events** (updates, pending asks, blockers)
   1. Student Directory update
      1. Amber Trout - Finished and sent to board buddies for approval -Google form was tricky to use, will need to reexamine for next year
   2. Hero Luncheon (Feb virtual event)
      1. Transition to a virtual event for 2021-22 school year due to space challenges - Lauren Sloan will be reaching out to that committee
   3. Book Fair- March (pending confirmation)
      1. Fall book fair very successful -
      2. Connie Shirey: tentative date set for March 14 week, for both buildings, looking for volunteers, will update if the date changes -
         1. ewallet: hoping to set up one for both schools, funds are split between each school
         2. Amber Trout question: is there a church that is willing to donate funds to cover taxes at the book fair? Connie: no knowledge about a church, but discussing how to cover the taxes for kids. Lori: at Heritage teachers would donate money to help cover some of the tax. Amber T: suggested a dress down day to raise funds. Lori/Tiffany: dress down days have been utilized in the past, but don't want to over utilize. Tiffany will reach out to the schools after trying to get clarification on options to cover the tax.
   4. Art Fair / Science Night
      1. No dates set at this time - challenging to find space and cover the cost. Will be communicating with committees moving forward.
   5. Spring Party - Date: 4/13
      1. Date is set, times will stay the same as the previous two parties. Stationary games again? Dr. Buffone suggests revisiting it at the end of February, hopefully conditions have changed. Stick with pre packaged/purchased snacks.
   6. Teacher/Staff appreciation week May 2-6
      1. Amber Trout committee member present. Date is set. Board Buddies will be in contact with the budget amount. Typically a luncheon is part of the week for all staff, in addition to smaller things throughout the week. Amber Trout had no questions.
   7. Bus Driver appreciation (End of May TBD)
      1. National Dates are different - will work to confirm after determining field trips.
   8. Field Day
      1. Will look different from previous years, something new and innovative. Plan is to have it, but don’t have all the specifics figured out yet. Each building has a committee and a budget - budget is the same for both buildings.
   9. Fifth grade farewell
      1. Planning to host this. Don’t know if it will be virtual or in person, hoping for an in person.
      2. Potentially looking for 3rd and 4th grade families to help with the event, so 5th grade families can enjoy it. Celeste suggests opening up volunteering to the Primary building. Lori suggests that 5th parents want to come to spend time with their kids. Tammy Aikins: 5th grade farewell last year, lots of parents volunteered - kids had a great time, but not interacting with the adults, parents enjoyed hanging out with other parents. Parents were very helpful with donating supplies.
      3. Celeste question: Mrs. Reiber, is there something planned for 2nd grade to move to the intermediate school? This class has never had a K graduation, or field trip. Mrs. Reiber: thinking about it too, think that transition is important for them, will be talking about planning. Celeste wants to have PTO partner for that event
4. **Principal Update:** 
   1. Dr. Buffone - FR Intermediate
      1. Field Trips are still under discussion with each grade level. He asked the PTO to come up with a set amount for each grade. Deer Valley is off the table for the 2021-22 school year. Also asked for continued communication with principals.
   2. Mrs. Rieber - thanks for all the hard work from PTO, available to help with whatever she can
5. **Ongoing/Recent Past Events**
   1. Panther naming (Tiffany)
      1. In process. Have the Intermediate nominations, waiting for the Primary grades’ nominations. Will put it out to both schools for a vote for the final name.
6. **Fundraiser Information**
   1. Box Tops: There is an app, both schools are in the app. Can collect receipts from friends/family. Lori asks if money from Heritage and Newlonsburg old Box TOP money can be retrieved. Tiffany will check with Todd (committee chair) about getting money from the two previous schools.
   2. Restaurant nights: looking for people to help lead this initiative. Plan nights for the rest of the school year and possibly over the summer. Open to non food businesses, virtual businesses, virtual craft fair.
7. **Announcements**
   1. Next PTO General Body meeting April 6 at 7pm
      1. Executive Board Election 2022-23. Recent changes in bylaws to change from 2 year to 1 year term. If you want a board position, reach out to Lori Fitzgerald. Looking for two people in each executive position. Job responsibilities for each position will be posted.
      2. Not sure if the next meeting will be virtual or in person. Hope to have it in person.
8. **Questions**
   1. Field Trip budget increased at both schools. $15, 000 for the FR Primary and $18,000 for the FR Intermediate. Need an additional $10,000 for the Primary school and an additional $12,000 for the Intermediate School
   2. Looking into hosting a Visiting Author in addition to/in lieu of Field Trips if they aren’t possible.
9. **Adjournment** 
   1. **Motion to adjourn: Connie Shirey**
   2. **Second: Nicole H archuk**
   3. **Meeting adjourned at 12:45p**

*Thank you for attending!*

*Any questions or concerns, please contact the following:*

*Intermediate: Tiffany at* [FRIntermediatePTOPres@gmail.com](mailto:FRIntermediatePTOPres@gmail.com)

*Primary: Celeste or Amy at* [FRPrimaryPTOPres@gmail.com](mailto:FRPrimaryPTOPres@gmail.com)