

RICHMOND PTOBC

RICHMOND SCHOOL PARENT TEACHER ORGANIZATION AND BOOSTER CLUB



PTOBC Meeting Agenda

March 17, 2026 at 6:00pm

- Introductions/Announcements
 - Board members present in person: Brittany, Amy, Kayla, Kelly, Jenn
 - Board members present via phone:
- Administrator's Report
 - Middle school appreciates the new furniture
 - Plan to replace windows on north side of building
 - No Charger academy this summer, but exploring possibilities for our students
- Treasurer Report
 - Follow up from October:
 - Plan to update glass cabinet by bell tower through Booster Club –
 - Update: Amy believes we'll have enough funds for this year
- January Meeting Follow-Up
 - Girls Scout and Boy Scout Peace Garden Proposal-
 - Funds requested \$1,000- will consider donation of \$250. Kayla to follow up with troop leader.
 - **Waiting on cost of plants to cover.**
 - Kendra Scott
 - Advertise to Richmond families, portion of sales donated back to school, can be in person or online
 - No PTOBC staff needed on day of sale.
 - Looking to do around Mother's Day (**Kayla**)- **will follow up soon**
 - Spirit Wear is out – this current round will be school led, then PTOBC can take over
 - Plan for Fall and/or spring fundraiser- currently active
 - Possible plan to have some sizes available in the office as samples
 - Rachel L. can run this going forward. Will Kayla work with Rachel to setup
 - Wondering if we could have a physical spirit wear store?
 - Teacher appreciation idea: enter code to get discount on their spirit wear

New agenda items:

- Planning for next year- board members and committees for large fundraisers
 - Open positions for 2026-2027 school year
 - President
 - Vice President/ co- president (currently vacant)
 - Treasurer
 - Kim R stepped up- was unanimously voted in
 - Booster Club
 - Fundraising ideas for 2026-2027
 - Overview of Proposed Fundraising Philosophy- Move to one large fundraiser to eliminate over-asking families and burn out of PTOBC board- BoosterThon Fun Run?
 - Golf Outing- Doug inquiring if a contract was signed (Stacey?)- will have different coordinator next year- Michael Ruggles
 - **Michael suggested adding putt putt competition, driving range, opportunities for those who don't want to golf full 9 holes but want to be involved**

- Consider adding tiers for sponsorships to allow PTOBC to reach out to companies once throughout year instead of for each event
 - Confirmed date: September 26th at Ironwood
 - Monthly restaurant fundraisers- Culvers, Chipotle, Millstone?, Sweet Dreams?, Dukes? Qdoba?
 - Raise Craze?
 - Raise Right Fundraiser
 - Consider adding as collaboration with teacher appreciation
 - Teachers indicate which stores they prefer- parents order how much they're comfortable with
 - Teacher appreciation committee to attempt to collect donations for gift cards in order to place order through Raise Right for this year
 - Springs Waterpark- Richmond Night? Jenn to look into
 - EPI School Supplies - Amy S to take over
 - Spring responsibilities: get updated supply lists from teachers
 - Bowling fundraiser?- We will not continue this fundraiser
 - Open House/ Silent Auction- continue into 2026 or merge with Fun Run?
 - Will add silent auction to golf outing in 2026
 - Book Fair- Will move forward with Book Fair week of Parent Teacher Conferences in October
 - PTO Officer: Jenn- Brittany K and Rebecca L willing to be on committee
 - Reserved for week of Parent Teacher Conferences in October
 - 2-3 people need to be present when it's open
 - Scholastic brings all carts to be setup; sends video tutorials for how to run
 - Teachers receive funds to purchase books for their classroom
 - Spring fundraiser in addition that is all virtual to build momentum for fall and to allow students to purchase books for summer break
- List of Upcoming Events
 - Culver's Nights
 - PTOBC Officer: Jenn N
 - Dates: 4/13/26 (Monday) – approved by school and Culvers
 - 5th/6th grade lock in
 - PTOBC Officer: Kelly W
 - Parent Chair: 5th and 6th grade room parents
 - Date: 5/1/26 6:30 – 8:30 pm
 - Open gym type model – with Costco pizza? Glow party, movie, snack packs
 - Facilities request form COMPLETED
 - 8th Grade graduation
 - PTOBC Officer: Kelly W
 - Parent Chairs: 7th grade room parents- 8th grade room parent??
 - Teacher Classroom Funds
 - PTOBC Officer: Stacey S
- Upcoming Meeting
 - Next planned meeting is April 15th 6-8pm cancelled and May 19th

