

Perry Hill PTO
September 5th, 2023

Call to order/Introductions

- Meeting is called to order at 6:36pm
- officers present: all officers present (except Kathy Dougald - VP), including Mr Miner (Principal), and Mr Kochert (Dean).
- attendance: there are 10 parents present as well as two staff (Powers and Selby), two first time attendees

Presidents Report:

- Emily Coleman welcomes everyone to the meeting and introduces herself before encouraging members to participate in a quick ice breaker. Afterward Emily reminds attendees that this year is the 50th anniversary of the school being open and explains that the PTO has some "fun plans" in the making to celebrate this milestone. Specifically Emily C shows a keychain gift made that will be given to all 78 staff courtesy of PTO to commemorate the anniversary.
 - Emily also shares that following that May meeting she made contact with Dan Ward and the custodial team (see May minutes) and they were able to determine that gift cards would likely be the most practical gesture of appreciation so a card is passed around for members to sign which will accompany these gift cards and be delivered to Dan and his team ASAP.

Treasures Report:

- Taylor Frazier offers a three page report reflecting last year's overall PTO budget with two options to consider for moving forward. The first option reflects NO changes to the budget keeping all figures that same from the 2022-2023 school year. The second option reflects the collapse of the Cultural Arts line item and the funneling of those funds in to the School Study Trips (Field Trips) budget.
 - Mr Miner explains that with recent changes to legislature the available spending of the past for study trips has been reallocated toward other school academic expenses and ALSO there will be some restrictions on the school in terms of asking families/parents to pay for these trips to happen. Due to these changes, it could be difficult for our school to maintain these offsite learning experiences like have been offered in the past unless money can be found somewhere else. The executive board met over the summer and discussed this at which point it was outlined that by making an adjustment to the overall PTO budget, the PTO may be able to supplement this effort affording the students the same opportunities of year's past. The budget change is presented to those members at large and vote is offered to move forward with option two: adding \$3,000 to the overall Study Trips budget - majority in favor. The new budget will reflect this change moving forward in to the 2023-2024 school year.
- Emily C also raises some questions about the financial needs of the Reading Recovery Program and the Literacy Library to which Selby reports that this budget is very much needed and relied upon and goes so far as to request additional funds so as to tackle a reorganization and coding system for this year. Mr Miner reminds PTO that upcoming spending likely next year will be stretched regarding books and reading materials as there is again new legislature under discussion which would require a hefty update to our inventory. It is decided that the budget will stay the same for now and that if there is any additional need, those requests will be explored as necessary.

Committee Reports:

- Cougar Color Family Fun Run : Emily Coleman ↔ October 1st (October 8th rain date) from 2p-3p, Whip & Chill will be there!
 - sign-in starting at 1:15p (5 volunteer spots available) - Ashlee Burns and Emilee McBride volunteer to run the sign-in table
 - Emily C will draft an email for staff to recruit volunteers that she will send to Mr Kochert who will distribute to staff and monitor.
- Cougar Fun Night : Emily Coleman ↔ Wednesday, February 7th from 5:30p-7:30p @ the roller dome, will be \$3 to rent skates or bring your own
- School Supply kits : Emily Coleman ↔ sold 105 total, no concerns or issues, another excellent year
- Parent's Night Out/Movie Night : Taylor Frazier ↔ January 19th 2024 - has not picked movie yet but will and then create timeline of evening with some adjustments following last year's experience to make this one even more efficient and fun
- Winter Wonderland : Ashlee Burns & Sarah Roberts Hoos ↔ Natalie's Elf Shelf, December 8th, 2023
 - Was very helpful to have the upper grades help with the younger grades last year so hoping to coordinate that again, Kathy D will create the schedule for the day to accommodate lunches and specials for each class
 - Ashlee inquires about the supply company Facebook competition between our school and other schools, this is challenging as our decoration budget is only \$50 but Sarah and Ashlee will discuss and either pursue or not
- Carnival : Sarah Roberts Hoos ↔ March 22nd Backup date of April 12th
 - First CALL OUT following next monthly PTO meeting, short and sweet to decide theme, confirm committee chairs, and fill empty positions
- LaBraid : Emily Coleman ↔ pick up date November 3rd
- Membership : Emily Coleman & Taylor Frazier ↔ have not yet calculated all paid memberships but they have been steadily coming in and are being collected
 - Emily C points out that there were some memberships completed at meet the teacher night so having the square pay for credit cards was helpful, also we have the membership forms on the PTO website as well for anyone wanting to print and pay from home (by cash or check)
- Communications : Taylor Frazier ↔ first Newsletter looked great!
 - Deadlines for content submission if wanting something to be added in to the PTO monthly newsletter or mid-month newsletter are: MONTHLY - 25th of previous month, MIDMONTH - 15th of current month *this will ensure your content goes out in the newsletter in a timely fashion*
- Sponsor Your Child : Taylor Frazier ↔ hasn't started yet but will launch soon with similar options and forms as last year
- Legacy Book Club : Michelle Palmer ↔ 10 kids last year and looking forward to more this year with hopefully earlier advertising, hasn't started on this yet
- Box Tops/Business Rewards/Amazon Smiles : XX ↔ Need a Committee Chair person for this role
- Restaurant Night : Emily Kestner ↔ per Emily C, Emily K is excited to get this going soon and is looking forward to making connections with local vendors to benefit our school. Emily K asks that if any PTO families have an association with eateries in town to please reach out to her so that she might pursue partnership with them moving forward.
- Staff Appreciation : Ashlee Burns & Emilee McBride ↔ have not started on this yet but plans to kick things off in October, Emily C reminds committee that they have offered lunch to the staff during Parent Teacher Conferences in October in the past and committee agrees to maintain this offering

- Enrichment : Michelle Palmer <> hopes to send out sign up information by Sept 18 and has already confirmed four cooking classes with Wholesome Roots, a dance class with Kristin Naylor (students will then perform at the Cougar Celebration), a creative writing class, some watercolors painting classes, and is waiting to hear back about hockey from the Ice Field House in town
 - The subject of increasing class prices was brought up by Emily C and Michelle agreed this could be done. Opened discussion about which classes to increase price on and how much to increase by? Conversation concluded that classes offered for a repeat of weeks can be elevated in cost and also those classes that fill very quickly based on past sign up demand and be elevated in cost as well. Perhaps the other classes remain lower in cost with similar inflation as years past (\$3-\$5 each).
- Spring Reading : Laci Schleb <> per Emily C, nothing yet
- Community Fun Book : Emily C <> only four books were sold last year, Emily offers to discuss the discontinuation of this effort, those present agree to drop the committee as its cost (time/energy investment) does not outweigh the benefit (fundraising for PTO). PTO will discontinue offering Community Fun Books.

Principal's Report:

- Mr. Miner

New Business:

- Emily C has paperwork including instructions and necessary form/cards for shopping on behalf of PTO and then being reimbursed by PTO. Emily C walks through instructions on where to find necessary forms in the PTO cabinet (PH entry way) and also where to turn in receipts when looking to have monies paid back. Through Amazon Emily C discovered that tax exemption can be added to your personal account however it is the responsibility of the user to then turn this feature off when making NON-PTO related purchases (honor system, don't abuse the information). Tax exempt accounts currently exist for PTO when shopping with proper paperwork at Walmart and Gordons Food Services.
- Emily C also asks those current committee chairs who are interested to consider "logging" their hours so as to provide future position holders/leaders with glimpse of "how much time" is spent doing certain tasks and running certain events. This may help with future recruitment and also security in maintaining leadership.

Old Business: None

Meeting Adjourned: 7:42pm