

## Summer PTO Meeting 3 of 3 August 17, 2017

8/17/17

- Desiree, EB, Kathleen, Cara, Denise, Christina, Elise, Judi, Gideon, Larissa Matthews

### -Budget Approval

- Added a few items to the Annual FY18 Budgeted Expenses
- Some price increases in Expenses are due to changing to a healthier snack list
- Have a flyer (with good visual graphics) for Back to School Night explaining that most of our money comes from participation in Spring Fling that includes information on how to donate to the PTO.
- Could be a good way to encourage parents to participate in events throughout the year if they have a better understanding of what comes out of it for the school.
- Christina will attempt to visualize the data.
- Budget accepted unanimously

### - First Day Signs

- We would like to have signs for the first day of school for all the classes.
- Gideon can print signs (design them?)
- Judi will mount.
- Elise will donate the Foam Core
- PTO has Spray Adhesive
- Volunteers needed to be at the corners of the school to help people.
- We could add maps to the entrances for classes. - Ask Amber about the graphic.
- Signs could also be used for the Ice Cream Social.

### - Ice Cream Social

- We will have a table, and we need volunteers to come stand at the table.
- EJ will have a tabletop flyer for us.

- Elise will make the Thank You cards for the teachers with the target gift cards.

- Cara will be working on setting up homeroom parents for this year.

- Form will go out the first week of school with all of the rest of the back to school paperwork.
- Form has 2 purposes: 1.) Teachers want this list anyway, 2.) It allows us to create a class family list for use by the PTO.
- We will have to do the data entry on these forms, and then compile them and give to teachers to send home in student folders.
- Homeroom parent will hopefully coordinate with the rest of the class parents via email about any parties, snacks, events, etc. especially Spring Fling
- Add a line for Teacher's Name and multiple children? Changes will be added to online form, and strong suggestion to both alter the form to encourage online data entry by parents, and inclusion in notes, so that perhaps next year we will allow parents to fill out for multiple students
- We will look into having translation on the online form for Mandarin, Nepali, and any other languages Mrs. Kilcoyne suggests.
- Have a day where we can come and help parents fill out their paperwork.\*\*

- PTO meetings will be the 2nd Thursdays of the month for this school year, except September meeting, which will be Thursday, September 21st

- Square 1 - Orders may need to be due the 1st week of April. Kathleen is checking to see if we can alter the date to be a few weeks earlier to make the timing with Spring Fling and Spring Break better.

- Restaurant Night Update
  - Sweet Side is officially Friday 9/22. Includes movie night. Start at 7:30? or 8?
  - Open for breakfast, lunch, and dinner.
  - 15% of sales.
  - October will hopefully be Yama Sushi night. Date TBD. Possibly replaced by 5&10 if we can't confirm a date with Yama.
  - Paint Night Party idea? Potentially an adult only evening with alcohol
- Christina - Ran into PTO member from Roland Park and wants to do a joint event to help students ease the transition from 5th grade into Middle School. She will follow up and see what we could do.

- Agenda for first PTO meeting.
- Snacks
- Nametags
- Ice Breaker?
- Meet & Greet
- Short Presi style presentation?