

## PTO Meeting 11/20/2017 Minutes

- Call to order at 6:31.
- Presentation from LW Girl Scout troop. Looking for PTO funding for \$225 as well as a setting up a collection of plastic caps to make a recycled bench, which would be donated to Lakewood. The PTO discussed after the girls left, and decided that there needs to be a process in place for any funding requests, because PTO may not always be able to fund everything. It was decided that any funding requests should be made through the capital improvement process. Girls scout troop would be allowed a collection bin at the school and asked to submit through capital improvement, to be decided after submission.
- President update - Time management - time will be strictly adhered to. Any subject that is not immediate business must be tabled for a later discussion. Tanya to keep track of tabled items.
- Parent topic for January- Moved from December to January due to holidays. Possible topic - Violence. Subject too broad and needs to be narrowed. TABLED, revisit
- Scrips - Starbucks and Meijer gift cards were supposed to be available to sell at moms and muffins, but were not. Constanza to follow up with Rebecca Priest to see what happened.
- Capital Improvement Process - Lindsay to meet with 4 teachers and 2 other PTO members (Amy and Melissa) interested in determining the whole process, which is still undecided. TABLED, revisit
- Auction update - Chair is disappointed in the amount of money received from donation request, only \$350. Worried no parents are stepping up to be the class art liaison. Need a sign up genius to get class parents involved? Staff raffle boxes were discussed. Have the raffle at the school only? Lost revenue? Equity for all kids? Lots of strong differing opinions. TABLED, revisit
- Treasurer update - checking balance - \$36,235.03, savings - \$10,000.03  
Need to stay on budget! Currently \$5100 over due to field trip transportation costs not being funded by PTO thrift store and about \$2000 less parent donations received at the beginning of the year. Put any and all funding request, regardless of size, and additional spending on hold until after auction. PTO can either reduce the budget line items and pause spending or find a way to raise more money - A fun run has been suggested to subsidize. Coordinated by student council?
- Principal update - Update spirit day calendar.?  
  
New report cards go out tomorrow. Scale is 1-4. A letter will go home to families with an explanation of scale, with a 3 being "grade level". If something is left blank, student was not assessed. Science/Soc studies-everything at 3
- Costanza - Has names of our International families interested in a group meeting and is hoping to get dates soon.
- Volunteer coordinator - Updates of recent events - Fall festival, moms and muffins, Scholastic book fair, disability awareness and grounds cleanup. All well covered and successful. Grounds cleanup had volunteers!  
Next event - Movie night Jan 19. 1 or 2 movies? Upper EL, Lower EL? TABLED, revisit  
Science Olympiad - Asha Prevendar is chair and needs more volunteers  
NAAPID - Needs more clarity to parents in advance  
How can the info in folders from all the events be streamlined? Google doc? Template?
- Teacher update - Thank you from Ms. Van Oyen to the PTO and parents!
- VP update - Tea collection fundraiser - \$54  
Grade reps - have at least 1. Process: notes to translators, notes sent out by 2 weeks after meeting, at the latest
- Wines update - Proposal process: goes through principal first. \$750 in fall, \$750 in spring. Kids, parents and teachers can all propose.
- Tabled item - Teacher raffle - Yes to pulling the raffle winners at school
- 8:32 adjourned

