



# Meeting Minutes

## Linn Grove PTO

Meeting Date & Time: Tuesday, May 7<sup>th</sup> 6:00pm

Meeting Place: Linn Grove Media Center

### Mission Statement:

The PTO is a volunteer organization that works exclusively on behalf of our children through the cooperative efforts of our families and school staff.

### The PTO shall do this by:

A. Fostering closer working relationships between school, parents, and teachers.

B. Providing a forum for discussion and communication between parents, administrators, teachers and the community.

C. Enhancing the educational facilities and opportunities for the students of Linn Grove Elementary.

Meeting Called to Order by Kara Larson

Attendance: 12

(Officers in attendance: Kara Larson, President; Kelly Ackley, Vice President/Co-Treasurer, Angela Lincoln, Secretary; Sheri McCormick, Co-Treasurer)

Minutes: Minutes from April 2018 meeting were accepted

## 1. Welcome & Introductions

## 2. Building Update:

### *Chad Buchholz, Principal:*

- There are a few staff changes. Abby Perez is moving to Cedar Falls. Chad will be interviewing one day next week, position was opened Thursday and there are a lot of applicants. We still have a half-time PE position open. Hopefully both of those positions will be filled by the end of the school year. We have a teacher coming back to Linn Grove that was a third grade teacher here in the past, she'll come back as a 4<sup>th</sup> grade teacher. We are trying to get scheduling and class lists built as time allows. Teachers have been working on it then it will go to Chad next week or so.
- Thank you for celebrating our teachers. They really appreciate that. It is unexpected and unnecessary but it is a nice touch.
- Blended program will not be here next year; we're looking for a fourth grade classroom right now. We have to be more creative how we use our space.
- We had our active drill today for ALICE. Ask your kids how they thought that went. Chad was able to make the alert today and within 15 seconds our building was clear. Kids went to unification sites then they discussed where they would go. Kids are becoming more aware of these routines and it's making a difference with the kids. Great to hear kids using vocabulary and using the lessons as discussed (e.g. what you need to know you need to get out of here). This can create an alarm in the neighborhood. Ask your kids about that if they haven't shared. There is an offsite location to meet at, then they would send buses to take students to transportation center then parents would be able to pick up the kids there. We learn something new every time and see what works and what doesn't, asking questions and how do we answer those.



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### **3. Current Business:**

***PTO Events Recap:*** La Cantina earned \$121, which is average. Kara reviewed Family Fun Night: income \$4,859.75, expenses \$748.14, cost of event \$650, which makes profit \$3,461.61. Feedback received was that no one missed inflatables in the gym. This event was free except for food, so moving forward look at keeping it low cost so hopefully more people can come.

***Write One For Linn Grove:*** We're at \$6,653.70 final total. We got our check from the foundation.

***Staff Appreciation Week:*** Kara went over the schedule for the week with the theme being "The Greatest Show!" There will be a staff drawing for RING doorbell. The Appreciation Station is going up on Wednesday for students to write messages on stars and tape to the windows near the library.

***Iowa Assessment Snacks:*** Kelly reports this week is going fine so far and we're coming in way under budget.

***Box Tops:*** Kelly reported our box top total for the year is at \$2,003.20

***Hy-Vee Receipts:*** Kara had numbers from Carmen: Total for 2017-2018 school year is \$217,902.24, and we will receive a check for \$1,089.51.

***Plaques:*** We are going with Cutting Edge for engraved 4x5 plaques. We will buy stakes at Menards then Chad French will weld them on. There should be no problem to have them before the end of May. Cost is about \$270 for plaques, and maybe \$150-\$250 for stakes.

### **4. New Business/Volunteer Requests:**

***Set 2018-2019 Calendar:*** Kara went through to set primary events: Chalk the Sidewalk discussed; Meet and Greet is set for Tuesday, Aug 21<sup>st</sup> 3:30pm-5:30pm; RBTA – Will be a fundraiser again, 9/21; NFL60 – 10/9; Trunk or Treat - tentatively 10/27, 4:30-6:00pm; Movie Night 11/2; Holiday Bazaar 12/8, reserve gym 7<sup>th</sup> & 8<sup>th</sup>; Science Night depends on who we get and when they can do it (won't be 2/18 no school that day); Movie Night 3/15; Family Fun Night 4/26; Breakfast With Buddies 5/2 & 5/3; Staff Appreciation Week 5/6 – 5/10; Skate Nights, Restaurant Nights, Ice Skating nights will be figured out in-between these events; Linn-Mar Foundation will be scheduling dine out nights but want to work around ours.

***LG PTO 2018-2019 Budget – Vote:*** Kara passed out a handout and reviewed it. She went over changes for next year. Budget was voted in.

***End of Year Box Top Celebration:*** Currently we have a final push to get box tops turned in, due date is May 22<sup>nd</sup>. We're at 12,280 as of last week and our goal is 15,000. If the goal is reached, we are going to do a "Good Morning Linn Grove" theme during the last week of school. This will not cost any money.



**Staff Incentive Drawing:** Kara needs to make sure she has everyone in the drawing and will announce winner later.

**Date Change of PTO Meeting Next Year** – The 2018-2019 monthly PTO meetings are moving to the first Monday of the month. For September, the meeting will be on the second Monday, 9/10. There will be no December meeting.

**Fundraising Next Year** – We will be going with an Adrenaline fundraising card.

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**5. Teacher's Requests:**

Due to budget changes in December, this fund was zeroed out. Kara has not received any end of year requests.

**6. Officer's Report:**

Treasurer's Report was presented by Sheri McCormick.

**7. Open Discussion:**

Volunteers are still needed for Culver's Night (5/15 4pm-8pm), which are half-hour times to help, and Holly sent that out. There is also a link to the Staff Appreciation Week sign up, which has a few spots remaining. Skate Night that's coming up is talking about getting the roller derby out there again at our night. Kara is going to see if she can get them out again.

Kara talked about the current money in the PTO bank account. Because we have over \$22,000 in there, as a board we'll discuss how much to leave in checking account and then talk about giving the school some money to finish up the library. Chad also mentioned updating lunch cards quilts to a cart that the lunch staff will take over and handle, which will be put away at night so no one can mess with them. One thing we'll talk about putting money into is the art/fitness fund: art fund is so Mrs. Boyle can use it for art club; fitness fund is continuously putting more money into that so down the road they can add or buy things for the playground, which is one of the most important things for the school per Chad (track/fitness stations/playgrounds). Chad also brainstormed about the speaker system in the gym starting to age and it's something he would like to have installed so we can utilize the gym (or even library) differently.

**8. Meeting Adjourned At: 7:30pm.**

**9. Upcoming Events**

***LG Share Night at Culvers – 5/15, 4:00pm-8:00pm, 10% back to LG!***  
***LG Skate Night "Roller Disco" at Super Skate – 5/29, 6pm-8pm, \$6.50***  
***Last Day of School – 6/1***



**Don't forget to save your Box Tops & Hy-Vee receipts over the summer!**

**Next PTO meeting is September 10th!**

**Record volunteer hours at <http://volunteers.linnmar.k12.ia.us/login.asp>**

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