

PTO meeting minutes
November 8, 2016
11 people in attendance

Meeting started at 6:48 pm

President's Report-

Remember that we have an Amazon Smile account. Just start shopping at smile.amazon.com and make sure you choose to support Henry A Wallace PTO. This is a great time to start with holiday shopping.

SchoolStore.com is another opportunity to raise funds. Start at their website then click on links to online shopping retailers. We would get a percentage of sales from those linked stores or you can shop directly from SchoolStore. Members were in favor of signing up for this. Marian will sign up and we can promote this along with Amazon Smile and Scrip before Thanksgiving.

Principal's Report-

Members visited Mrs. Collmann's fifth grade classroom to view the new furniture. Even though the furniture is in one classroom, all fifth graders rotate through this classroom so all have an opportunity to use it. Part of the furniture was purchased with last spring's fundraising profits.

One playground stencil was painted on the blacktop and is in use. It will take a lot of paint on the blacktop. Mrs. Pearson now has a better idea of paint quantity and time it will take for the stencils.

Suzie met with a representative from Playground Structures. The matching grant deadline could be extended to accommodate additional funds from the PTO. Or there will probably be a grant matching program again next fall if she needs to purchase then. She has talked to the district financial office about installation price but it is not in the district's budget. She is working with the district and the playground company about budgeting, plans, fencing, hard surface area, and also future classroom furniture.

Secretary's Report- October minutes will be reviewed at the December meeting.

Treasurer's Report- Lindsey gave an updated comparison of the year's transactions compared to the expected annual budget. School T-shirts were about \$200 short this year due to the added expense of the sleeve design. The year is on track for the most part. A motion to approve was made by Staci Randall and seconded by Lori Waterbeck.

Fundraiser- The fundraiser will take place November 18- December 2nd. It is a "nonfundraiser" where parents are asked to make straight donations with 100% of the money going to the PTO. A flyer is being worked on. There was discussion about leaving information on the flyer about needing \$6500 to fulfill the PTO budget for the year and excess money raised being used for the playground at the new Wallace

building. There will be multiple classroom prizes, building incentives, and individual prizes in the form of a drawing. This will be the only fundraiser this year. Receipts for tax deductible donations will be given upon request or for amounts of \$100 or more. We're hoping to use the PTO website to collect online donations.

Teacher Grants- Requested Teacher Grants for the year were reviewed by the grant committee and presented for member approval. The initial request would have totaled \$3374.60 which is more than the \$3000 budget. The committee recommended partial funding for some items. There was some discussion on iPad keyboards and durability for a second grade classroom. Descriptions of all items were shared with members. The grant recommendations were approved as presented by the committee. The total amount is expected to be about \$2773.37 with some possible extra expenses of shipping and sales tax. A motion to approve was made by Lindsey Robertson and seconded by Angela Duster. Members voted to approve the requests as attached.

Fall Conference Meals- Dinner will be catered on Nov. 17th and snacks will be donated for the 15th. It was mentioned that JMS received donations for their conference meal, and we could check with Hy-vee or Fareway about donating some of the items still open on the donation list. Marian will let Kelly Schulte know.

The Cookie Walk will be held December 13th.

Book Fair- The theme this fall is a pirate theme. There will be tickets and coins hidden in the common areas of the school for free books and posters. There was a mishap with the flyer with conference times sent out incorrectly.

Box Tops- Approximately \$900 was submitted. We typically do about \$1500 per year so this was a good amount for the fall submission.

Scrip- An order will be going home on November 18th and due back on December 2nd.

Other Hospitality- Halloween themed doughnuts were given to teachers on Halloween.

Wallace Wear- Jenny Meyer will be setting up a table during parent-teacher conferences and putting out samples for people to view.

A motion to adjourn was made by Jackie Johnson and seconded by Renea Barker. The meeting was adjourned at 8:02 pm.