

Winooski PTO March Meeting Minutes
3/21/18

Attendees: Melissa, Lydia, Amber, Sarah Hammit, Heather Win, Amy Sherrer, Callie Reinker, Kate Simone, Sarah McGowan-Frieje, Joe Smith, Jessica Audette, Jacie Knapp, Cathy Burbo, Tonya

Celebrations: FAMILY DISCO!! Good attendance, great feedback.

Secretary's Report: February meeting minutes approved. Kate to finalize and post to website.

Treasurer's Report:

February revenue:

Interest	\$ 0.07
McKee's Ticket Donations	\$ 2,340
Spring Vendor/Craft Fair	\$ 950
Holiday Vendor/Craft Fair	\$ 160
Miscellaneous Revenue	\$ 252
TOTAL	\$ 3,702.07

February expenses:

Fun Fair	\$ 200
Popcorn/Sno Cone Supplies	\$ 112.73
8th Grade Graduation	\$ 200
Funds Requests	\$ 550
JFK Yearbook	\$1,649.80
Sound/DJ Services	\$ 200
Teacher Grants	\$ 196.57
TOTAL	\$3,109.10

AMY SHERRER/CALLIE REINKER:

- **Prom:** Planning is going well, 5 students are working hard to plan/raise funds (at about \$500 currently). "Are You Caking Me?" is a cupcake business for half days. Theme: Masquerade (details TBD). Last year's prom was regarded as a success, kids were happy with food and space. 2017 transportation was sponsored by PTO (students are not allowed to drive), served as a shuttle throughout the night. Kids want limo service. Students are allowed to invite friends (estimates are around 80 students for 2018 prom). Premier coach (54) for \$725, (36) for \$655 (3 runs). Asking PTO to help for this year to get the children to Hampton Inn. We pay \$25/kid for space and meal. Gifts will be commemorative glasses (about \$2/each, could include acknowledgment of PTO). Asking for \$900, this is the top request. 2017 total spent under \$3000. **ACTION: The group voted for and approved \$1000 for the prom.**

- **Middle school dance 3/30, 7-9:** Prom committee students are available to help. Have punch and other refreshments to donate. Callie could bring some MS kids to help if needed. Too many HS at the last dance who weren't necessarily helping. No more than 2 students needed. (Joe suggested that it's good to see teachers at dances to show more non-classroom interactions. Also suggested having more student involvement with dances and cross-over with other events [plays]). Amy agreed that an MS dance committee could this be an after school program, perhaps starting next year (alternate between Journey and Nexus)? This could feed into the prom fundraising committee in HS. Amy to share with Kate Grodin.
 - For the 3/30 dance, AS and CR can take proceeds for prom committee. No more than 2, if no one is interested, the PTO can find alternate plans. **ACTION: Callie to report back to Lydia if she will be in attendance before 3/30.**
 - Concession stand needs to be cleaned up! Regarding access, doors locked at 9.

FUNDS REQUEST HEATHER WIN (theater teacher/MS creative arts teacher): Heather showed the group a presentation about the HS one-act plays (Tick Tack). The group is going to the People's Academy in Morrisville on 3/24. Funds already paid:

- \$350+ for transportation to site (Principal's Fund)
- \$150 scripts and royalties (Theatre Budget)
- \$175 Festival Registration fees (Theatre Budget)
- \$25 Set/props (Theatre Budget)
- \$100 food/drinks for tech rehearsal and day-of snacks

There is a \$15/person fee for all attending festival (15 students + chaperones). Heather asked the PTO for \$255 to cover these fees. Also, most other schools in attendance will have matching t-shirts, but Heather and co. didn't have the time/\$\$ to make this happen. **ACTION: Group voted for \$255 + 18 t-shirts to cover expenses.**

FUNDS REQUEST SIMON PARLANTE (Track Coach): Funds request for 2 easy up tents (10x10 or 10x15) for track meets (for shade). Tents cost \$800-1200 according to his estimates. We wonder if there aren't some cheaper options. Meets start late April. **ACTION: Melissa will get back to Simon asking him to appear at the April PTO meeting to discuss further with the group.**

FUNDS REQUEST (JACIE KNAPP): 5th grade end of year field trip \$\$ request: Northern Lights has closed, so the team needs to find an alternative. Jacie has been in touch with Smuggler's Notch. They have a treetop obstacle course (at 3 levels, for all abilities). The group will use a buddy system to make sure everyone meets the weight requirements! There are 2 options:

1. Treetop course only (2 ½ hours) = \$36.30/kid (\$343 more than originally planned for with NL) General funds pay for bus.
2. Treetop course + rock climbing course (3 ½ hours): \$47.30 (\$860 more than original NL quote)

ACTION: The group approved the additional \$343 amount for the Option 1.

END OF YEAR FIELD TRIP PAYMENTS (Jacie): A notice has gone around to JFK teachers with a deadline of 3/22 to get fund requests in for field trips, with a line about PTO. This is confusing, as we have the \$\$ and it's available quickly for teachers who need it. After researching, it looks like the PTO reimbursed the school for the 2017 field trip after the fact (in July). Our tax-free status is different than WSD's tax-free status. ***ACTION: Sarah McGowan-Freije to ask Rebecca about the field trip payment process.***

PTO CLOSET NEEDS: We really need some carts. The snow-cone machine needs a cart, too. Estimated at \$60/each. **NEED TO LABEL THEM.** ***ACTION: The group approved the purchase of 2 carts. Melissa to order.***

FUNDS REQUEST: Jess Perrotte is new to 4th grade, became aware recently of the need for a revolutionary war PBL project for which she doesn't have resources. Books didn't get ordered last year. She estimates \$5/each, 25-30 kids = \$200-300 total. The group is a bit concerned that this isn't in support of extracurricular activities (i.e., the PTO mission) and that it is instead a request to fund part of the school's curriculum. Is this in the PTO's sphere for support?/Isn't this the school's responsibilities? What happens if the school doesn't agree to cover? In the future, Jess can work with the PTO at the April meeting to explore ways to expand her classroom's library. ***ACTION: Joe to write a letter to Jess and copying the administration to voice the PTO's concerns.***

FUNDS REQUEST (Pre-K) Jacie: We'd approved \$350 earlier in the school year for playground equipment, but the teachers couldn't agree on how to spend it. Jacie brought the issue back to leadership meeting. It was suggested that Courtney Bryan take the \$\$ and buy things. ***ACTION: The group approved giving the check to Courtney to spend.***

NO NEW BUSINESS TO DISCUSS

END-OF-YEAR JFK CELEBRATION: JFK doesn't need \$\$ to purchase anything. Melissa spoke to Top Hat for 70-foot outside obstacle course. We don't have to do anything, includes music. For all children in school to go through 3 times each, the quote was \$1000. ***ACTION: The group approved \$1000 for this. Sarah to wait for invoice from Top Hat (from Melissa).***

TALENT SHOW: Current line-up of 9 acts. To arrange for space, the committee needs to get with Sandy in the main office to arrange for automatic unlocking of PAC doors. Where is backdrop from last year? Michele and Nikki might know. Lucy to contact Lisa Goetz about this.

Post-talent show reception (after party): we'd budgeted \$175 for refreshments, Roz can get with Sarah M-F for check. Helpers: Jess A. + Ellie (after party), Kate (backstage as needed), Trinity White or Taylor possibly for curtain.

FUN FAIR UPDATE: Need \$\$ for Costco. All hands on deck 3/23: starting at 3:00. Jiu-jitsu needs to be in back part of gym (until 4:15). Facilities team will set up tables. Are there enough cakes for the 3rd grade? Joan Benjamin is in charge of that, says all is well. Food table to be run by K teachers. Lydia has ordered pizza. For the raffle table, Jacie has prizes, people put name/grade or phone #s on back of ticket. Jess will pull tickets, Amber to announce. Jacie to follow up with winners not present. NEED MORE BAKE SALE ITEMS. How many banks?

ACTION: Staff raffle table (Amber and Jess), ticket table (Lydia, Sarah, and Sarah), and bake sale table (Kate, Lucy). Joe is the bouncer/photographer. Sarah to give 2 checks to Lydia. Sarah to get quarters for bake sale.

JFK YEARBOOK UPDATE: Flyers going home this week from Lifetouch. Jacie to follow up with Linda. The committee met with rep from Lifetouch on 3/7. Jacie set up folders for teachers' candid photos (deadline 3/23). If we have pictures of events, please send to respective teachers (or Jacie). Joe to take pictures at Fun Fair (PTO has a camera). Girl Scout Troop page. Boy Scouts (can we get pictures)? Sarah H. to follow up with JD Piette re Boy Scouts. No space for PTO.

CRAFT SHOW: Melissa to send google doc for sign ups. Track kids helping. Not as big as last year's show for whatever reason. 68 crafters, waiting on 10 or 11. Only using half the gym. Bake Sale sign up will come around. Ad scheduled for BFP.