



South Mountain Elementary PTO Agenda Tuesday, February 13, 2018 – 6:00pm

2017-2018 Officers:

President – Julia Salzman
Treasurer – Renae Utech
Principal – Deb Heilman

Vice President - OPEN
Secretary – Traci Leffel & Pamela Knezic

Dana Pease motioned to start the meeting and Julia called meeting to order at 6:03pm.
Renae made a motion to approve the minutes from last meeting and Katie Mattice seconded the motion.

Open Board Positions – Vice President

Officer's Reports:

- President
 - Brought forth \$120 Teacher Grant Request from Jaime Laffin for a Nearpod subscription. Unanimously approved by all present as \$500 was budgeted for Teacher Grants and this was the first request.
 - Reminder to send all Flyers and documents to Beth Damp to keep on file.
 - Technology updates needed. Deb Heilman is seeking a quote on Smart TV's and Apple TV's to provide better information on what the technology needs of the school are. The current plan is to utilize the current smart boards as long as possible, but to have savings built up to replace them as they begin to go out (all were purchased at the same time about 10-12 years ago).
- Vice President: OPEN
- Treasurer
 - The financials at the last meeting inadvertently had the last year's budget due to a technical issue with the software, but the budget this month is correct.
 - Still needs to transfer funds from checking to savings. \$17,684.30 in checking and \$5,567.95 in savings.
 - Art to Remember came in about \$400 under budget.
 - There was a discussion on the small income being reported on the book fair as there shouldn't be any income. This will be reviewed again.
 - PBIS-Should there be any amounts reimbursed as popcorn funds are earmarked for this? The grant was just used up, so now funding would be needed. We do need to think long-term about where PBIS funds will come from. Deb mentioned that the magazine subscriptions sent out result in a check that comes back to the school. Those funds have been used for PBIS as well. Deb will request a total of what will be needed for PBIS next year.



- A reminder to complete the reimbursement form when needing reimbursements from the PTO funds.

- Secretary
 - None

Principal's Report

- The kids have been in a good rhythm after the Holidays and winter break.
- January Teacher in-service focused on Math instruction and technology updates.
- The Professional Development seems to be working!
 - Goal to have 85% of math students at benchmark for their grade and school is at 87%.
 - Literacy Goal to have 85% of students at benchmark for their grade and are at 83%.
- The Forward exam will be coming for 4th graders in Wisconsin this spring.
- Parent-Teacher Conferences begin next week.

Teachers' Report

- Lucy Ecke was present and didn't have anything new to share.

Committee Reports:

- Art Show – Tuesday, May 1
 - Volunteers will be needed to help hang art
- Book Fair: Kathy Creisber & Dana Parlier-Pease
 - Will be during the week of the Art Show
 - Will have a buy one, get one deal
 - Will consider having it open a few different nights as last year having it only one night limited the success.
 - Dana will investigate it to ensure we meet the targets to have the book fair.
 - Need to ensure proper advertising happens as well.
- Spirit Wear: Katie Mattice
 - ½ price sale during conferences and art show and will give staff priority
 - A lot of adult shirts – size small, which is the same as a Youth XL (19 total).
 - 158 total shirts in inventory
 - Will need to find volunteers each night and will put out a sign-up genius
 - Renae reminded everyone that the deposits should be made and included with a cash reconciliation.
- Conferences
 - We should provide food for one night – Feb. 22 was chosen
 - Will do Taco bar to feed about 30 staff members
 - Dana Parlier will put out the sign-up genius
- Teacher appreciation week: May 7-11



- Ideas from the past include:
 - Gift card raffle – Popular last year
 - Balloons
 - Lunch & Breakfast – Suggested at 2 or 3 days instead of all week
 - Baked goods other days
 - DD coffee
 - Flowers for admin
- Will discuss more at our next meeting but looking for ideas!
- Custom Meats: Kristin Storm-Sax and Pam Knezic
 - Kristin went over menu with Custom Meats last week and menu will be relatively the same as last year but will add one more brat package.
 - We get the most profit on Brats, so discussed if there was a way to focus sales on Brats
 - Kickoff will be March 2 and will conclude after Spring Break.
 - May want to revisit the prizes as last year there were too many children that had earned “Principal for a Day”. This year, we would like to change the prizes. It was suggested that only the top two sellers will earn “Principal for a Day”.
 - There was a discussion on how to handle the prizes and if we should bring back the “bracelets”.
 - Could do “Pizza with the Principal” for the class with the most participation. We will try to get the rest of the prizes/prize money donated.
 - We have to ensure we have people to collect the forms/money on the due date.
 - The pick-up was on a Friday afternoon and was very smooth last year, so will try to replicate the process.
 - Product will be delivered May 18.
- End of Year Carnival: Group
 - Any Carnival requests/ideas should be sent to the South Mountain PTO
 - The Carnival will be June 5 (unless there are multiple snow days).
- Family Events: Julia Salzman & Stacey Gusman
 - Dance night end of Feb or beginning of March. Offer from DJ for \$100 off.
 - Another parent in the school was the DJ in the past.
 - It was determined to skip this due to the tight time frame.
 - Family fitness night-when in March is gym available?
 - This may be moved to April
- Box Tops: Tina Scharer & Dana Parlier-Pease & Kristen Tuttle
 - The next turn in date is Tuesday, February 20, to be turned in by March 1.
- Friday Folders: Beth Damp
 - No Updates
- Popcorn: Sara Nauman



- No updates
- Classroom Coordinators: Abbey Nitzke
 - No updates
- Bake Sale: Tara Burger
 - No updates

Other New Business – None

The meeting was called to a close at 7:50 pm by Julia Salzman.

Next Meeting: Tuesday, March 13 at 6pm

Attendees:

Dana Parlier
Alyssa Schneeberger
Katie Mattice
Rena Utech
Lucy Ecke (K)
Deb Heilman
Julia Salzman
Kristen Storm-Sax
Traci Leffel