



McKenny PTO Meeting Minutes

August 29, 2017

6:30-8:30 pm

Members Present: Frank Durocher, *Co-President*; Natica Bacon, *Vice President*; AnneMarie Hanson, *Treasurer*; Marny Howell, *Secretary*; Kim and Claude Flowers, *Parents*

McKenny Staff Present:

Absent: Kamy Durocher, *Co-President*

Meeting convened at 6:34pm by Frank

McKenny Update: (Frank) Frank shared that IXL has some accessibility issues which make it difficult to use at home and may not be available for the coming year as a result. The Boulevard/Morse Merryman intersection round about construction is going to begin in the near future with tree clearing. This may cause additional traffic issues.

Financial Report: (AnneMarie) The 2016-17 budget was reviewed. The \$5000 donation to the library from last June has not yet been spent. Follow up with Mrs. Hooper regarding her plans to use these funds will be made. We will be sure to budget in costs of 5th grade year book donations to students who don't order one. We have a surplus due to no longer funding the Math Support position and not doing a school enrichment event last year, nor paying as much for teacher classroom support and field trips. Ideas were discussed regarding a 'capital project' of sorts to possibly use the funds to improve the school or opportunities offered. Possibly a work party to restore the McKenny tile bench in back of the school, or to clean up the front of the school with using PTO funds to purchase supplies or materials. We also discussed spending funds on more STEM related items for the school. Frank will follow up with Mr. Havens and we may possibly add a line item to the teacher survey forms asking them what they'd like to see the money spent on at the school. A final budget will be developed after the September PTO meeting.

We discussed the expense of the Pacific Science Center on Wheels coming on 3/2/18 for an Engineering program. Frank will follow up with Mr. Havens regarding what the staff would prefer. A small program includes one staff person from PSC, an all school assembly and 6 hours of exhibits. A large program provides more staff (2-3) to provide in-class lessons, a more dynamic assembly and more exhibits.

Old Business

Committee Reports

1. **PTO Packet:** (Frank) Frank and Kamy put together a double-sided PTO packet to be sent home with students the first week of school. It contains a simplified PTO Welcome letter, the volunteer form, directory/membership information.

New Business

Committee Reports

1. **Directory:** (Frank) Frank will be at the Back to School Social with a few laptops to help promote PTO Membership and Directory sign ups. He shared there is a new electronic form that will make it easier than before for a parent to sign up and update previous years information. The new program will also make creating the Directory easier.
2. **PTO Website:** (Frank) Frank has been refreshing the website to make it more current with pictures and make the content easier to find, read, and understand. Marny added a page about Activities/Events to help coordinate volunteers.
3. **Back to School/Ice Cream Social:** (Frank) We have no chair for this event. We discussed contacting past parents who've helped with decorations. Frank will make contact with them. Marny will generate a Sign-Up Genius for Frank to send out on Mail Chimp. We discussed possibly purchasing ice-cream bars or cones as a way to simplify the amount of preparation the event requires given that there is no chair and volunteer capacity is unknown. We decided to look into ice cream cups and then purchasing toppings for the students to add to their individual cups. AnneMarie agreed to price out materials/costs. It may be less expensive to by the large ice cream barrels, cups and spoons and pre-scoop as we have done in the past.
4. **PTO Coffee/Meet & Greet:** (Frank) AnneMarie and Frank will work on a list of refreshments needed for these two morning events. Parent Reps and Committee Chairs will be encouraged to attend one or both if possible (9/6 and 9/11 when Kindergarten starts). Marny will attend to promote volunteer sign ups with a gift card drawing.
5. **Classroom Parent Representatives:** (Frank) As we don't know classroom assignments for the students we aren't able to really recruit for Parent Representatives. This will be focused on at the Back to School Social, New Parent Coffee and future events.
6. **Committee Chair Needs:** (Frank) Frank agreed to chair the Hawk Wear. He explained we have a new logo and has contacted Mr. McCann today to begin working on an order of T Shirts and other items for Hawk Wear. It'd be ideal to have this available at the Back to School Social, but may not be possible. We will likely sell our old items at a discount. Other Vacant Committee Chairs include Movie Night and the Flowers volunteered to head that up. Brian Temple may also be available to help. Carnival, Fall Social and Spirit are all still vacant.
7. **Fall Social:** (Frank) This is scheduled for November 3rd. We don't have a Chairperson and will need one soon. We discussed the feedback from last year for adding a bit more structured activities and reminding parents not to drop off children, but to attend the event with them.
8. **Reserve Carnival Food:** (Frank) Carnival is scheduled on Cinco de Mayo this year. We need to reserve a food truck very early in the year if we are going to go with that theme again. We still need a Chairperson(s) for this committee as well.

Committee Chair Positions and Names for 2017-18

Apple Tree Production	Natalee Andrews & Megan Temple
Book Fair	Nancy Hooper?
Box Tops	Carrie Andrew & Marny Howell
Carnival	<hr/>
Facebook	Megan Temple
Fall Social	<hr/>

Fund Run	Marny Howell & Jessica Wilson
Hawk Talk Newsletter	Natica Bacon
Hawk Wear	Frank Durocher
Movie Night	Kim and Claude Flowers (possibly Brian Temple?)
Olympia Junior Programs	Carrie Andrew
Parent Coffee	Frank & Kamy Durocher
Passport Club	(NOTES INDICATE RHONDA WARREN WAS INTERESTED?)
PTO Bulletin Board	Babette Carlson
PTO Directory	Frank Durocher
PTO Website	Frank Durocher
Read-a-Thon	Michelle Smith
Reader Board	Debbie Doherty?
Spirit Leader	_____
Staff Appreciation	Jill Walsh
Welcome Back Ice Cream Social	_____
Value Village	Rhonda Warren
Yearbook	Debbie Doherty? & Megan Temple

Parent Representatives and Names for 2017-18

Preschool	1. Jill Walsh
Kindergarten (Fettig & New Teacher) NEED 2	1. Hitomi Hentschel (<i>maybe</i>), 2. Carrie Andrew (<i>either K or 2nd</i>)
1 st grade (K.Johnson & New Teacher) NEED 2	1. Marny Howell (<i>either 1st or 4th</i>) 2. _____
2 nd grade (Mrs. Woods, Mrs. Francis & Mrs. Rieger) NEED 3	1. Rhonda Warren, 2. Carrie Andrew (<i>either K or 2nd</i>) 3. Hitomi Hentschel
3 rd grade (Mrs. Lloyd, Mrs. Campbell, Mr. Sjoboen) NEED 3	1. Natalee Andrews 2. _____ 3. _____
4 th grade (Mrs. Paulsen, Mrs. Bond) NEED 2	1. Marny Howell (<i>either 1st or 4th</i>) 2. _____
5 th grade (Mrs. Espedal-Johson, Mr. Bremner & Mrs. Judah) NEED 3	1. _____ 2. _____ 3. _____

Announcements: (Frank) The next PTO meeting will be on Tuesday September 12 in the school library at 6:30 pm.

Meeting adjourned at 8:14 pm.

