



## McKenny PTO Meeting Minutes

August 21, 2018

6:30-8:00 pm

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**Members Present:** Cherie Andreassen, *President*; Heather Shimoji, *Vice President & Volunteer Coordinator*; Kimberly Flowers, *Treasurer & Movie Night Co-Chair & Dine for Cash Chair*; Marny Howell, *Parent Parent-At-Large & Pacific Science Center on Wheels Chair & Value Village Co-Chair & PTO Website Chair*; Carrie Andrew, *OJP Chair & Box Tops Chair*; Anne Marie Hanson, *Ice Cream Social Chair*; Frank and Kamy Durocher, *Past Co-Presidents & Movie Night Co-Chair & PTO Directory Chair & Hawk Wear Chair & Facebook Co-Chair*; Deandrea Mack, *Parent*.

**Absent:** Jennine Crane, *Secretary*; Michael Havens, *PTO Rep to Site Council*; Sarah Mollas, *Carnival Co-Chair*; Chad and Rhonda Warren, *Value Village Chair and Parent Representative*; Mindy Swedberg, *Carnival Co-Chair*; Ingrid Aries, *PTO Bulletin Board Chair*; Natica Bacon, *New Parent Coffee Co-Chair*

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Meeting convened at 6:30pm by Cherie

**Approval of June Meeting Minutes:** (Jennine) Postponed until September PTO Meeting as Jennine was not present for tonight's meeting and we were unable to get a copy of the minutes from June to review.

**New Board Nominees:** (Cherie) Heather Shimoji has volunteered to be PTO Vice President and Marny Howell has offered to be PTO Parent-At-Large (membership chair). A vote approved these nominees for these positions.

**Financial Report:** (Kim) A draft budget for this school year 2018-19 was reviewed. This school year's budget was developed without having to rely on the Fun Run for necessary income. The Fun Run event has to change substantially in order for the PTO to put it on legally from what we've done in past years. We have a committee of PTO members interested in organizing the event, but this budget was developed without needing that income source in the event we don't get it organized or it doesn't provide the same level of fundraising as it has in past years when it's held during school hours.

Other changes include changing category from Classroom Enrichment to Curriculum Enrichment; School Support to School Environment Support; and Teacher Support and Field Trips was separated into two distinct categories. There was a new category entitled Reserves added. There was discussion that Hawk Wear likely won't need the same budget from last year because we don't have a new logo design expense this year. Frank estimated our expenses might be closer to \$1200, but we didn't change this line item on the budget.

Finally, the staff request for new chairs in the Staff Lounge was reviewed. Renee Judah submitted an improved proposal for basic chairs that were 4 for \$123 approximately. Asking PTO to pay for 4 sets of 4 chairs. PTO members present discussed the request and a vote was approved to provide the staff with \$1000 budget to select possibly a bit higher quality chairs for the staff lounge. The chairs that were proposed were conference style chairs with a vinyl covering. PTO members were concerned that these

were lower quality, vinyl might tear easily and we could end up with a request to purchase chairs for the lounge again in the not too distant future. Kamy agreed to follow up with Renee Judah about the Chairs and the PTO budget/gift intent.

**Volunteer Updates:** (Heather) A sheet was circulated for members present to sign up to for Committee chairs for vacant committee positions. Minor changes/adjustments were made to the committee chairs and are listed below:

Apple Tree Productions – Cherie will follow up with Natalee Andrews

Carnival – Sarah Mollas and Mindy Swedberg

Facebook – Deandrea Mack expressed interest

PTO Bulletin Board – Ingrid Aries as opposed to signing up for managing the school outdoor Reader Board (this was managed by the front office staff, not a PTO member)

PTO Website – Marny Howell

Welcome Back Ice Cream Social – AnneMarie Hanson agreed to chair this in lieu of Jennine Crane who is unavailable

Value Village – Rhonda and Chad Warren will remain involved along with Marny Howell

PTO Rep to Site Council – Michael Havens is a PTO member and attends site council. He agreed to fill this role in the June meeting.

## **New Business**

### **Committee Reports**

1. **Kindergarten Jump Start:** (Cherie) This is a new offering this year for incoming Kindergarten students and parents. The event is on Thursday, 8/23 and there are four sessions (9am, 10am, 12noon and 130pm). After this event classroom placements for Kindergarten students will be made.
2. **Back to School Ice Cream Social:** (Cherie and AnneMarie) Jennine Crane is not available to run this event despite the notes from the June meeting where she has expressed interest. AnneMarie offered to chair the event and purchase the ice cream. She will reach out to PTO members for help with decorating. Deandrea offered to assist AnneMarie with planning as well. Frank will be in attendance to help with Membership sign-ups and Hawk Wear sales.
3. **New Parent Coffee Events:** Kamy will chair this event on 9/5 and Natica and Kim will chair it on 9/10 when the Kindergarten families have their first day. Kamy will purchase the refreshments. Frank will provide PTO Memberships forms. Heather is planning on attending both events and will have volunteer committee positions to sign up for, classroom parent reps to sign up for and the volunteer form to be filled out and returned for a raffle gift card drawing later in the month. Marny will ensure information about the Store Rewards programs is available and will donate one gift card to be raffled for the volunteer incentive.
4. **Fall Social:** (Cherie) Mindy Swedberg had expressed interest in helping with this event at the June meeting. Deandrea Mack shared with the group about a “glow party” that her former school put on. Students were able to wear their Halloween costumes, KidzBop music and dancing, with PTO selling ‘glow bags’ that had various glow stick items in them. Cherie will help connect Mindy with Deandrea for planning of this event.
5. **Beautification:** (Cherie) PTO has been contacted by a local cub scouts group who has a few students that attend McKenny. They have offered to do a service project to fix up the

landscaping around the flag pole in front of the school. Cherie will follow up with Mr. Havens regarding the process and approval for this cub scout project to be able to happen.

**Announcements:** (Cherie) Our next PTO meeting is scheduled for Tuesday, September 11th.

Meeting adjourned at 8:02 pm.