

McKenny Elementary PTO Board Meeting
August 17, 2011
6:30 pm, Association of Washington Business

Board Present: Jocelyn McCabe, President
Michelle Johnson, Vice President
Kim Wodka, Secretary
Katy Bradley, Treasurer
Melissa Johnson, Parent Representative/Past President
Deb Rutherford, Parent Representative
Casey Wyatt, Parent Representative
Cary Carlisle, Parent Representative

Committee Chairs Present: Britt Watkins, PTO Website
Gini Niles, PTO Directory

Absent: Stephanie Hacker, Parent Representative
Rhoa Rafeh, Parent Representative
Sharon Whitehead, Parent Representative

Meeting Minutes: Minutes from June 20, 2011 meeting approved

Financial Report: Katy and Jocelyn have opened a new PTO bank account at WSECU to allow for Saturday business hours. With many PTO events being held on Friday it was decided the PTO needed an institution with Saturday hours to make deposits. Money still remains in the West Coast Savings account. Michelle and Melissa will arrange a time to go to West Coast Savings to close out the checking and savings accounts and deposit all funds into the WSECU account.

Brendon has asked the PTO for approximately \$15,000 to continue to fund the Reading Enrichment position (Sherry Russell) for the 2011/2012 school year. This will be broken down into payments throughout the school year. The board stated this is an important funding issue however is concerned the funds may not be available for the full 15,000 this school year. Jocelyn will follow up with Brendan re: the flexibility in funding this position.

Katy collected money from the Shop For A Cause Macy's cards. Cards can continue to be sold until the shopping date of August 27. Please see Jocelyn if you need additional cards to sell.

Committee Reports:

Back to School BBQ (Cary Carlisle): The BBQ is scheduled for Tues. Sept 6, 4:00 – 6:00 pm. Cary has reserved 1 large gas grill for \$168.48. A reduction from last year. Set up will begin at 2:00. A table will be set up for PTO membership and sales of McKenny Hawk wear. A separate table will be at the end of the BBQ/food line to collect meal money. Food items will be limited to hot dogs, chips, carrots, dessert. Cary will further research actual food pricing and Jocelyn will look into last years charges before a charge is set for this year. Jocelyn will get final numbers to Debbie Doherty when the school office opens to be included on the postcards sent out to each student prior to back to school week. Volunteers are still needed to assist with BBQ'ing etc during the event.

Directory (Gini Niles): Gini has volunteered to coordinate this years directory. All sales will need to be in on Sept 23, 2011 to assure a timely printing.

Fund Run (Kim Wodka): The Fund Run is scheduled for Friday, Oct. 7. The board decide to make this years give away item available to ALL participants not just those who donated money. Kim is working with Jayme at MVP to get final numbers on a McKenny Hawks key chain.

Motion: Allow Kim to spend ~ \$2.00 per item to have item purchased and available for give away on day of Fund Run. Motion carries.

Fall Social (Casey Wyatt): Fall Social is scheduled for Friday, Nov. 4 from 6;30-8:30. It will be a Fall/Cowboy theme. Casey has requested that each grade level be responsible for a food item to be sold at the dessert table. Grade Representatives will be responsible for coordinating their specific grades item. Discussed possibility of having a 50/50 raffle or a McKenny Wear/Item basket to raffle. Will continue with photo booth and jail. Melissa will get Casey the phone number for the DJ used in years past. Casey will contact Rhoads to lead some line dance activities.

Yearbook (Laura Medrud): Susan Duncan has asked to be removed as co-yearbook chair due to other personal commitments. Laura is in need of an additional person to assist her with the yearbook. Would prefer to have a parent who would be able to lead the yearbook position in the 2012/2013 school year. Britt will contact Laura re: an established Memory Book online site. PTO will assist in advertising this site and asking parents to download pictures from school events to assist the yearbook committee chairs in collecting pictures.

PTO Website & Social Media (Britt Watkins): \$119.40 was paid to i power for web hosting. Britt will follow up to be sure both the domain name and site is paid for. PTO website is www.mckennyppto.org . Britt will update the McKenny Hawks Family Facebook page from a group page to a fan site.

Movie Night (Cary Carlisle): A license renewal is needed for the 2011/2012 school year. The board decided to increase movie night rates to \$5 for the first child and \$4 for each additional child. The first movie night is scheduled for Oct. 7 from 6:30-8:30 pm.

Old Business:

Cispus Funds: The PTO has been housing \$1141.46 in Cispus funds collected in during the 2009/2010 school year. Shannon Milikan who spear headed the raising of these funds has requested that the money be disbursed to the Olympia School District Education Foundation (OSDEF). This group has adopted outdoor education and will sustain the program moving forward for all Olympia 5th Graders.

Motion: PTO will write a check for \$1141.46 to OSDEF. Motion Carries

2011/2012 Meeting Date: After a lengthy discussion the board has agreed to meet on the 1st Monday of every month at 6:30 in the school library. All meetings will be considered general meeting open to all parents/teachers of McKenny. September meetings will take place on Sept. 20 and 22 for School Curriculum Nights with meetings to follow on the first Monday of the month beginning Oct. 3.

Review Results of End of School Year Parent Survey: A copy of survey results was distributed to the board. Overall the board takes away that communication to parents needs to improve. The board will work to have all meeting minutes posted on the website with a link sent to all PTO members each month. Jennifer Philbrook has volunteered to coordinate the bulletin board in the school entry to list up to date PTO functions/happenings. Britt will update the McKenny Hawks Family Facebook page and keep the PTO website up to date.

Calendar of Events for 2011/2012: An initial calendar of events was handed out to board members. CT Moen has set up Missoulas Children's Theater for the week of Feb 6-11. This years play is King Arthur's Quest. Jocelyn will follow up with Brendon re: a date for International Night. Movie Nights will coordinate around these schedules.

New Business:

Membership Dues: The board discussed raising membership dues for the 2011/2012 school year.

Motion: Increase PTO Dues to \$7- staff, \$12- family, \$15 directory without membership. Decrease business membership to \$25. Motion carries.

Fundraisers: Fund run is Oct 7. Kristine Lane has agreed to continue as the Box Top Committee Chair. The board will look into ways to further promote Box Tops with in

the school and try to increase classroom competition. The board decide not to do the Kids Are First Fund-raising Program. Kim and Katy will follow up on the possibility of a one time holiday push for escrip sales and present this at the Oct. board meeting.

PTO Flyer for First Week of School Packets: Gini will develop a flyer to be sent home re: the role of the PTO.

Announcements:

Jocelyn will look into getting high school students to provide child care on the Curriculum Nights