

NEEDHAM ELEMENTARY PTO MEETING MINUTES

TUESDAY, MAY 5, 2020

6:00 PM

via ZOOM

Attendees: Jessie Webb, Cindy King, Kathy Wilson, Melissa Stewart, Brynn Stebbe, Susie Whitworth, Angie Gonzalez, Vita Viviano, Carrie Schroeder, Melissa Moore, Trena Mattison, Jamie Law, Ellen DuKate, Kari Beyer, Amy Davidson, Dylan Purlee

MINUTES

1. The April meeting minutes were emailed to the PTO mailing list, posted on the Needham Elementary PTO Facebook group, and posted on the Needham Elementary website. Due to the April minutes being dispersed prior to the meeting, Kari Beyer moved to dispense the reading of the minutes and approve the minutes as written. Ellen DuKate seconded. MOTION APPROVED.

REPORTS

1. President's Report
 - Jamie Law reviewed the 2019-2020 goals of the PTO (improve communication, improve family connections/events, streamline fundraising, better student support, and better teacher involvement).
 - 17 teachers attended at least one PTO meeting. Miss King attended all 9 PTO meetings this year. Ms. Viviano and Ms. Wilson each attended 8 PTO meetings. Each of these three teachers are receiving a \$25 Lowe's gift card. Thank you to all teachers and staff for your continued support of the PTO.
2. Treasurer's Report
 - The starting balance as of April 21st was \$21,095.11. The PTO did not make any deposits into the account due to the cancellation of events and school closure. A \$3.00 bank fee was deducted from the account. This brings the balance as of May 5th to \$21,092.11.
 - Any fund requests for the 2019-2020 school year will need to be turned in **by May 31, 2020**. Submit all fund requests, with a receipt to the PTO [PTO.Needham@gmail.com]. If a fund request form is needed, a form can be emailed to you.
 - A copy of the final budget for the 2019-2020 school year will be attached to these minutes.
 - Teacher appreciation gifts are being purchased this week.
 - There are still a few outstanding teacher fund requests.
 - Each event's profits that the PTO organized went back into the school or the students for things such as indoor recess equipment, school nurse supplies, PE equipment, rock climbing wall, winter convocation magician, author visit, increased support for the Positive Behavior System and field trips, spirit wear socks for the basketball team and cheerleaders, riser platforms for the music classroom, and a new refrigerator for the teachers' lounge.

- The PTO would like to thank the following businesses who sponsored the PTO for the 2019-2020 school year: Professional Edge Lawn Care, DuKate Fine Remodeling, SmartCrawl, Fletcher Chrysler Dodge Jeep, Pro Power, Outback Fence, Horizon Bank, Chicago's Pizza, and Johnson County REMC.

OLD BUSINESS

1. Teacher Appreciation Week
 - A slideshow was emailed to teachers this week and posted on the Needham Elementary PTO Facebook group.
 - \$25 Gift cards are being emailed to teachers/staff on Wednesday, May 6th.
2. Box Tops Update
 - Carrie Schroeder, Box Tops Chair, reported the total school earnings for this year is \$630.00.
 - The PTO should be receiving a check by mail. The exact amount is unknown at this time.
3. Kroger Giving Update
 - The total earnings reported for the school year is \$341.29 from 94 households. (If you are not already enrolled in the program, visit www.krogercommunityrewards.com and create an account so your future Kroger purchases can go towards Needham Elementary PTO.)
4. Amazon Smile Update
 - The total earnings reported for the school year is \$19.59 as of February 21st. (If you are not already enrolled in this program, visit <http://smile.amazon.com> and log into your regular Amazon account, then choose Needham Elementary PTO as your charity and start shopping. This can only be done on a browser, NOT on the Amazon app.)
5. End of the Year Recognition, Awards, & Promotion
 - Mr. Purlee, Principal, and the fourth grade teachers will be working on a slideshow presentation for the 4th Grade Promotion. Fourth grade parents were asked to send in pictures of their students. (Pictures can be emailed to Mr. Purlee [purleed@franklinschools.org].) The presentation will include a certificate slide and a picture slide for each student.
 - Mr. Purlee will be delivering the Purple Bulldogs to the winning students' houses.
 - Shirts for the fourth graders should be ordered in July.

NEW BUSINESS

1. Needham PTO Scholarship
 - Mr. Purlee, Ms. Wilson, and Ms. Viviano worked together to determine the winner of the \$1,000 scholarship.
 - The scholarship winner will not find out until the graduation ceremony.

 2. Fund Request-Music Room Risers
 - Ms. Stebbe, Music Teacher, is wanting to purchase six Flip Form risers for the music room. These risers would be used by all Needham students and will provide students a place to sit in the music room. Needham is purchasing three of the risers.
 - Ms. Stebbe is requesting the PTO to fund the other three risers for the price of \$2,856. Amy Davidson motioned to approve the request. Ms. Moore seconded the motion.
- MOTION APPROVED.

3. 2020-2021 PTO Board Members
 - Congratulations to the 2020-2021 PTO board members.
 - President-Jamie Law
 - Vice President-Ellen DuKate
 - Secretary-Kari Beyer
 - Treasurer-Amy Davidson
 - Fundraising Coordinator-Jessica Brown

PRINCIPAL'S REPORT

- Mr. Purlee reported that as of May 5th, there are 4 more days of at home learning left for this school year.
- The week of May 4th is Teacher Appreciation Week-thank you to all teachers and staff for your hard work this year. For Teacher Appreciation Week, the district put signs in teachers' yards.
- Mr. Purlee announced the VIP of the Year for 2019-2020-Kari Beyer. All teachers were asked to submit the name of a volunteer who went above and beyond. Kari had the most votes for her work in the classroom, the library, and with her involvement with the PTO.

TEACHERS' REPORTS

- Ms. Wilson thanked the parents and PTO for their support this year.
- Ms. Viviano thanked parents, the PTO, and the administration for their support.

A final note of thanks was made regarding the three teachers retiring this year. Mrs. Bennis (who retired in December), Mrs. Whitworth, and Mrs Viviano. We appreciate all that they have done for Needham and the PTO and wish them the best in their retirement.

The meeting adjourned at 6:55 PM.
Meeting minutes compiled by Kari Beyer, Secretary