

## NEEDHAM ELEMENTARY PTO MEETING MINUTES

JANUARY 21, 2020

6:00 PM

Attendees: Carrie Schroeder, Vita Viviano, Jeanie Perry, Rebecca McCain, Cindy King, Alyssa Bontrager, Susie Whitworth, Carmen Rick, Shannon Bedwell, Kathy Wilson, Kathryn Santiago, Jamie Law, Ellen DuKate, Kari Beyer, Amy Davidson, Jessica Brown, Dylan Purlee

### MINUTES

1. The December 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 December minutes being dispersed prior to the meeting, Kari Beyer moved to dispense the reading of the minutes and approve the minutes as written. Carrie Schroeder seconded. MOTION APPROVED.

### REPORTS

1. Treasurer's Report
  - The December 2019 starting balance was \$23,400.32. The PTO deposited \$5,599.09. The debits for the month totaled \$5,931.76. This brings the balance as of January 21st to \$23,067.65. (Note: This number reflects the deposit from REMC for the rock wall, as well as the purchase of the rock wall.)

### OLD BUSINESS

1. After School Movie
  - Kari Beyer reported 136 students attended the after school movie on January 17th. The PTO raised \$680 and will be donating \$136 of the proceeds to the Riley Dance Marathon.
  - The PTO wants to thank the teachers and staff who helped during the movie, as well as Horizon Bank for sponsoring the event!
  - It was suggested that next school year, the second semester's After School Movie take place a little later in the month of January, as opposed to so close after Winter Break.

### NEW BUSINESS

1. Fund Request-Author Visit
  - Ms. Perry has been in contact with author Jessica Young to visit Needham on February 6th and make a presentation to students. This presentation typically costs an estimated \$1,000, however, because Young is going to be in the area, she will visit Needham for the price of \$570.
  - There will be two 45-minute presentations (K-2nd) and (3rd & 4th).
  - Students will be able to preorder books ahead of time and come back later to have the books signed by the author.
  - Forms were sent home this week with students regarding this event.
  - Mrs. Perry requested the PTO to pay \$570 for a visit from Author, Jessica Young at the beginning of February. Shannon Bedwell motioned to approve this request. Rebecca McCain seconded the motion. MOTION APPROVED.

## 2. Book Bingo

- Book Bingo will take place on Thursday, February 13th from 6p-7p.
- A Sign Up Genius link for volunteers will be posted on Facebook and sent out via email this week.
- Ms. Bontrager will be sending home a flier for families to RSVP to the event.
- 200-250 books were ordered for prizes.
- Popcorn and water will be served at the event.
- Bingo materials are being borrowed from Creekside.

## 3. Cookies & Canvas

- The next Cookies and Canvas will be on March 11th (K-1st) and March 12th (2nd-4th).
- Kari Beyer and Shannon Bedwell will be co-chairing the event.
- Kari will be in contact with Ms. Hamon, art teacher, at the beginning of February to start working out details for the event.
- More information will be available at the February PTO meeting.

## 4. Kindergarten Registration

- Kindergarten Registration will be March 12th from 4p-7p.
- The PTO is looking for volunteers to represent the PTO at the event. Please email the PTO [[PTO.Needham@gmail.com](mailto:PTO.Needham@gmail.com)] if you're interested in volunteering.
- Mr. Purlee will be reaching out to current kindergarten parents to see if they would be interested in volunteering for the event as well.

## 5. Spirit Wear

- The last spirit wear orders of the year will be due on March 6th.
- The options for this order will be one newly designed shirt and two hat options.

## 6. Spring Carnival & Silent Auction

- Jenny Mowrey will be in charge of the silent auction this year.
- Lickety Split and Hillbilly Hot Dogs are confirmed for the event, as opposed to having food to sell/keep warm in the cafeteria during the event. The food trucks will be set up on the bus circle.
- The suggested price for the wristbands will be \$10/student, \$15/family.
- Jessica Brown, Fundraising Chair/Carnival Chair, will be in contact with the company who had the photo booth last year to see if they are available for this year's date. There will also be other photo booth opportunities around the event for people to take photos with their phones.
- The High School tennis coach will be in touch with Jessica once she knows if the tennis team will be available to help with the games.
- There will be fewer games than in previous years, however there will be more activities. Each game will have its own prize. There will not be a prize room.

- The PTO plans to use the completed Volunteer Interest Forms to reach out to parents/guardians who may be willing to volunteer during this event.
  - A Carnival Committee will be set up for this event. The committee meeting will be **February 27th at 6:00 PM**. If you would like to serve on the committee, email the PTO [PTO.Needham@gmail.com].
7. Harlem Wizards Basketball Game
- This year's game will be at the high school.
  - The three players representing Needham this year will be Mr. Purlee, Ms. King, and Ms. Spaulding.
  - Mayor Steve Barnett will be the coach.
  - Jamie Law, President, is looking for five volunteers that will be available for the event from 5p-9p. Special thanks to Kathy Wilson and Carrie Schroeder, who have agreed to help. Keep in mind, husbands, grandparents, aunts, uncles, etc are all welcome to assist in this exciting Franklin Community fundraising event.
  - If anyone knows of possible companies that would be interested in sponsoring the event, please let Jamie know.
  - Information for this event will be sent out in early March.
  - Tickets for the event will be available online, as well as at First Financial Bank and Wild Geese Book Store. Presale prices are as follows: General Admission \$10 (\$8 for student), Reserved \$15 (\$12 for student), and VIP (Online Only) \$35. Prices at the door are as follows: General Admission \$12 (\$10 for student), Reserved \$18 (\$15 for student), VIP \$35.
  - The Creekside Choir will be performing the National Anthem. The Spider Dancers will perform at halftime.
  - Jamie Law requested for the PTO to purchase tickets for this event to help promote the event and encourage attendance. It will be determined later how to award these to students. Jamie Law requested that the PTO to purchase \$100 in Wizards tickets to raffle off to students/families to encourage attendance at the April 24th Wizards Fundraising Basketball Game. Shannon Bedwell motioned to approve the request. Ellen DuKate seconded the motion. MOTION APPROVED.
8. Vendor Contracts
- Red Apple-Otis Spunkmeyer contacted Jamie Law, President, to ask if the PTO would be interested in renewing our contract with them for next year. The contract had no guaranteed amount that we would receive. The PTO board opted to pass on the contract because of the success of the Walkathon. Jamie followed up with an email to the company confirming we had no interest in contracting with them for the next year.
  - The company we used for the Holiday Shop this year, The Penguin Patch, contacted Jessica Brown, Fundraising Chair, to offer 5% back, as well as 1,000 incentive points if we sign with them for the 2020-2021 school year. We all agreed they were a great company to work with and that we should contract with them for next year.

#### 9. Kroger Quarterly Rewards

- From October 1st to December 31st, our Kroger Rewards totalled \$325.67 from 93 households. (Thanks to those who noted Needham PTO as your school to benefit when scanning your Kroger Plus Card.) Jessica Brown will verify with Kroger as to when/if households will need to reactivate their Rewards to go towards Needham, and if so, when.

#### PRINCIPAL'S REPORT

- The After School Movie went really well.
- There was a ZOOM meeting Wednesday, January 22nd to discuss the Ross Green Program at Needham.
- 4th Grade Promotion is coming up in May. Carrie Schroeder will be chairing this event. More information to come.
- The PTO welcomed the new staff with Needham gift bags.

#### TEACHERS' REPORTS

- Vita Viviano reported that first grade is working on second semester academics. Students learned about Martin Luther King, Jr and are celebrating the 100th day of School this week. There will be a field trip to the Children's Museum this semester-the date is TBD. Amy Davidson, Treasurer reminded first grade that they only used half of their PTO funds for the fall field trip, so they have more that they can request for this field trip.
- Susie Whitworth reported that fourth grade is working on multiplication tables. As an incentive to learn the tables, the fourth grade teachers are planning a Multiplication Matinee. Students will earn tickets for things such as popcorn, candy, etc. One afternoon, there will be four movies showing for the students to choose which movie they would like to watch. There may be a fund request for the PTO to help fund this event. Ms. Whitworth will let us know. Fourth grade has a field trip to the Indianapolis Motor Speedway in April and a field trip to the Indiana Historical Society on May 15th.
- Rebecca McCain turned in a request for funds form for Science Bowl shirts.
- Kathy Wilson reported that second grade has a field trip coming up to the library-date TBD.

Meeting adjourned at 7:10 PM.

The next PTO meeting is Tuesday, February 18, 2020 at 6:00 PM.

Minutes compiled by Kari Beyer, Secretary