

NEEDHAM ELEMENTARY PTO MEETING MINUTES
TUESDAY, FEBRUARY 18, 2020
6:00 PM

Attendees: Susan Buening, Melissa Moore, Cindy King, Kathy Wilson, Vita Viviano, Greg Wahlstrom, Alyssa Bontrager, Shannon Bedwell, Angie Gonzalez, Dylan Purlee, Jamie Law, Ellen DuKate, Kari Beyer, Jessica Brown

Minutes

1. The January 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 January minutes being dispersed prior to the meeting, Kari Beyer, Secretary, moved to dispense the reading of the minutes and approve the minutes as written. Shannon Bedwell seconded. MOTION APPROVED.

Reports

1. President's Report
 - The elections for the 2020-2021 school year will be approaching soon. Based on the PTO bylaws, a Nomination Committee will need to be established to oversee the upcoming nominations. The PTO board has decided to appoint one nomination committee person, as opposed to three people as stated in the bylaws. Carrie Schroeder has agreed to serve as the Nomination Committee. Next month, (March) the Nominating Committee will announce that the election process is open and names of anyone interested in running for a board position should be sent to Carrie. We'll also be looking for Committee Chairmen during this process, but those positions do not need to be voted on. At the April meeting, a ballot with all of those interested in serving in one of the five board positions will be distributed. Write-names will also be considered. Carrie will monitor the voting process during the meeting.
 - Because the PTO is a 501C3 (public charity), it is suggested that the PTO have their financial documents reviewed annually. The PTO is looking for a volunteer (does not have to be a finance professional, however we are looking for someone with finance experience) to review the PTO's finances over the summer. If you have a few hours to spare or know of anyone who would be willing to complete this financial review, please email the PTO [PTO.Needham@gmail.com].
2. Treasurer's Report
 - The January 2020 starting balance was \$23,067.65. The PTO deposited \$3,768.47. The debits for the month totaled \$3,907.65. This brings the balance as of February 18th to \$22,928.47.
 - While looking at the current amount we have in the PTO account, the PTO is looking for suggestions to use funds to help students. Teachers suggested purchasing headphones for every classroom for students who do not have their own headphones. Mr. Purlee will be in contact with someone in the district Technology department to see what type of

headphones were purchased for 3rd and 4th grade students last year because those seem to be holding up well.

Old Business

1. Author Visit
 - The author's visit went really well. Jessica Young was very engaging with students. Between 20-30 books were sold.

2. Book BINGO
 - Approximately 150 students attended the event.
 - Every child went home with two books.
 - It was suggested that next year, the BINGO numbers are put up using a projector.
 - It may be beneficial for the PTO to look into purchasing our own BINGO set to use for future events.
 - For next year, it was suggested to increase the budget to \$300.

3. Valentine's Day Chocolate Fountain
 - The PTO supplied a chocolate fountain for teachers/staff to enjoy on Valentine's Day. Thank you to Mr. Purlee for helping to get this set up.

New Business

1. Cookies & Canvas
 - Spring Cookies & Canvas dates will be March 11th (Kindergarten and 1st Grade) and March 12th (2nd Grade-4th Grade).
 - Because of space limitations, each day is limited to the first 40 students who sign up.
 - Kari Beyer, Cookies & Canvas Co-chair, received the canvas designs from Ms. Hamon, Art Teacher, and forms will be sent home at the end of this week. Forms will be due on Friday, March 6th.
 - Shannon Bedwell, Cookies & Canvas Co-chair, purchased the cookies, water, and canvases for the event.

2. Spirit Wear
 - The last Spirit Wear forms are being sent home this week. This order has one t-shirt option and two hat options.
 - The order forms will be due on Friday, March 6th.

3. Dine to Donate
 - Jessica Brown, Dine to Donate Chair, confirmed this year's date with Andy at McDonald's.
 - The date will be March 18th from 5:00-8:00pm at the McDonald's on King Street by I-65.

4. Spring Carnival & Silent Auction

- Jessica Brown, Spring Carnival Chair, has been reaching out for donations for the Silent Auction.
- There will be a Spring Carnival Committee Interest Meeting on February 27th at 6:00 pm at Needham. During the meeting, volunteers will be identified for the many areas. For those who are unable to attend the meeting, a Sign Up Genius link will be sent out to sign up to volunteer for the event.
- The girls' tennis team will be able to help out during the event again this year.

5. Wizards Basketball Game

- Three more volunteers are still needed for the event. Volunteers will be given a free ticket for the event. If interested in volunteering, email the PTO [PTO.Needham@gmail.com].
- We will be distributing the tickets the PTO purchases in pairs.
- Some ideas suggested for distributing the free event tickets include a Facebook contest and a raffle basket at the Spring Carnival. Please let Jamie Law, President, know if you have any other suggestions.

6. School Garden

- Alicia Geesey, High School Ag Teacher, is planning on having students over weekly to tend to the garden.
- On Mondays, 20 4th grade students will be participating in an Ag Ambassador Program with high school students. Ms. McCain, STEM teacher, will be facilitating this event. The high school students that are helping with this are doing so as part of their Pathway program to graduate.
- Alicia is planning on bringing her Horticulture class over in the spring to plant radishes.
- On April 22nd (weather permitting), there will be a Garden Open House. Students/families will have the opportunity to plant flowers/seeds in the garden.
- Coronet Roofing added a roof on the pergola.

7. Fourth Grade Promotion

- The Promotion will take place on May 20th.
- Carrie Schroeder, Fourth Grade Promotion Chair, met with 4th grade teachers and other 4th grade parents to help organize the event.
- Ms. Hamon, Art Teacher, will work with 3rd grade Student Council members to vote on the winning cover design. The potential designs will be submitted by 4th grade students.
- Any parent can volunteer for the event, however, it is beneficial for 3rd grade parents to help during the event so they have an idea of how everything will work for next year.
- If you are interested in helping, please email the PTO [Needham.PTO@gmail.com] or Carrie Schroeder [carrieschroeder1@comcast.net].

Principal's Report

- Valentine's Day treats were distributed by the Student Council. The students raised \$383 (cost for these grams was \$150). Mr. Purlee will be in touch with PTO to let us know what organization Student Council has chosen to donate their proceeds to.
- The first week of March will be the Book Fair.
- On March 5th, there will be a Related Arts Open House Night. The rock wall will be open that evening for kids to enjoy. This event will be set up with rotating stations to visit the various Related Arts classes.
- March 12th will be Kindergarten Registration from 4:00p-7:00p. So far, 40 students have signed up to attend.
- I-Read begins on March 17th.
- The Purple Ticket program may be going away after this school year. Teachers/staff feel there is an inconsistency as to what qualifies for a purple ticket. The purple ticket program may be reorganized, however, a new program may be adopted, as well. A few programs that were mentioned included CHAMPS, CLASS, and Leader in Me. The new programs would focus on the majority of students and be SEL (Social and Emotional Learning) focused. There is a possibility that if a new program is adopted that the PTO be asked to fund the new program training.
- The last Strategic Task Force meeting is scheduled for Wednesday, February 26th at 6:30pm. Parents/guardians are invited to attend the meeting. During the last meeting, a lot of emphasis was placed on the 5th-8th grade experience. One big issue that was brought up is that currently 5th grade has no sports to participate in. Surveys were sent out last week to give parents/guardians an opportunity to weigh in on the different 5th-8th grade options that were being considered.

Teachers' Reports

- Ms. Viviano reported that teachers are very appreciative to the PTO for funding school events and the chocolate fountain. First grade is finished with midterms and are now getting ready to celebrate Dr. Seuss's birthday.
- Ms. King reported that the school spelling bee on March 24th for the third and fourth grades. The champion of the spelling bee will compete in the Johnson County Spelling Bee which takes place on April 21st which will take place at Needham again this year.
- Ms. Moore reported that third grade is taking a field trip to Wonder Lab in March. Fourth grade has a field trip coming up to Indianapolis Motor Speedway and the Historical Society. Next year's Fourth Grade Flat Rock trip will be October 8th and October 9th. Math Bowl will take place on April 14th; funding from the PTO will be requested for the Math Bowl shirts.
- Ms. Wilson reported that students are enjoying the new recess toys. There was a lot of participation with the first e-Learning day of the year. Kathryn Santiago, Reading Counts Co-chair, is in the process of going over the numbers and will be handing out prizes for the winners.

Meeting adjourned at 7:00 PM.
The next PTO meeting is Tuesday, March 17, 2020 at 6:00 PM.
Minutes compiled by Kari Beyer, Secretary