

Westran PTO

April 3rd 2023 Meeting Minutes

Date, Time & Location: Monday, April 3, 2023 at 6:00pm in the Elementary Library

Meeting called to order by President Kalee Scrogin at 6:10pm

Attendance: Kalee Scrogin, Jenn McCloud, Randi Rice, Samantha Rowland, Chelsey Adkison, Tannie Howard, Hilary Knazik, Ashley Wienhaus, Cathy Riley, Chrissy Dignon, Alexa Summers, Deniz Woods and Shania Rickart

Secretary Report given by Shania Rickart. Ashley Wienhaus made a motion to approve minutes and Randi Rice seconded the motion.

Treasurer Report given by Randi Rice. We have \$13,433.73 in the checking account and \$22,660.19 in our savings account. Shania Rickart made a motion to approve the report and Ashley Wienhaus seconded the motion.

Old Business

SPRING CARNIVAL

-Food: Everything went well and tasted good. For future reference, advertise food prices before carnival happens-lots of people ate beforehand not knowing the prices.

-Games: Went very well-everyone loved the schedules for teachers and volunteer students.

-Raffle: Talked about doing a projector to have the winners name on as its announced-had so much trouble hearing and having to repeat names/find people, this allows them to just see it as well; do an assembly line idea where we say winners name, its typed up on the projector, handing over the prize and having a place for winner to collect prize.

-Volunteers: May try to reach out to the high school ahead of time to see if NHS students or students in sports can volunteer.

-Donations: \$1,100 in cash, \$4,100 from baskets, a little over \$1,000 in concessions, \$612 from kids auction, \$246 in adults auction, \$1,100 at the door tickets, \$638 from 50/50 raffle and \$755 in presale tickets.

-Basket Auction: Went super well, talked about keeping bidding numbers with baskets only and to have them done earlier to be able to post pictures and advertise them.

-ECT: We talked about ending the raffles earlier for people who had to leave early; putting instructions for raffle tickets to know what info is needed; need to know and

advertise if you need to be present to claim prize if drawn; kids loved their auction items. A few kids who don't go to westran won some raffles that were at the school, may need to advertise those for only westran kids or choose a westran kid.

-Spin360 was a huge hit. May need to do 2 separate photo booths or have a time ticket.

-Our goal from fundraising was to bring in \$14,000 and we brought \$21,000.

-Thank You's: We're needing to send out thank you letters for anyone who donated/helped out with baskets, auction items, etc. Will only need to know the name and address.

-Teacher Volunteers: Teachers use career latter hours when they volunteer at the carnival, they get paid for it. Next year, they're not able to do that so we may lose most of our help unless we possibly change the name from "PTO Carnival" to something that doesn't have PTO in the name and make games academic. At the same time, we do a lot for teachers and staff so that may be an upcoming discussion.

-Our Schedule: Schedules that were printed out to let us know where we needed to be worked out well and were effective.

Thank you to everyone who helped!

BOOKFAIR

-We made a little over \$7,000, which is more than the last book fair in September 2022.

EGGHUNT

-There needs to be enough eggs for each student to have 10.

K-2 11:00-11:15

K: Black Top, 1st: Grass area on the north side of the school, 2nd: play ground

3-5 11:25-11:40

3:Play Ground, 4:Black Top, 5: Grass area on the north side of the school

New Business

-Staff appreciation lunch will be May 12th. There are 60 people. Last year we did Dons. Looking into Dons, Dinners Ready, Fiestas, Sisters Fancy Eats and Cait's Cakes.

-We have the Bus Drivers Appreciation and Administration Professional (Linda Rentschler and Stephanie Jurado)

-Teacher Requests: Sped alternative field trip to skyzone. This is the skills life class and includes some middle school students. They're wanting to rent it out and only asking for \$250. Ashley Wienhaus made a motion to amend the budget from \$50 to \$250 to fulfill this request and Chelsey Adkison seconded the motion.

-Staff Easter Egg Hunt: We voted to do an Easter Egg Hunt for the staff and used \$100, the school matched what we put in and we got 5 \$20 gift cards and candy.

-Field Day: May 17th-have a budget of \$500 for bounce houses. Volunteers needed!

-Election Committee: We will be meeting May 3rd at Fiesta's at 6:00pm. Ashley Wienhaus and Chelsey Adkison will be accepting nominations for board positions. Anyone is welcome to nominate someone or themselves for a position! You have to be at the meeting to accept the position.

-Audit Committee: Chrissy Dignon and Tannie Howard. Tannie will also be going over the bylaws.

-Our taxes have been filed.

-They will be breaking ground on the playground as soon as school is out. We're needing to look at picnic tables, portable bluetooth sound system, possibly a new sign and TLC to the school/yard. We have \$20,000 allocated that need to be used.

-Our shed is broken and would like it to be taken care of before summer. Chelsey Adkison made a motion to approve amending the misc budget from \$120 to \$1,000, Shania Rickart seconded the motion.

Next meeting is Wednesday, May 3, 2023 at Fiesta's at 6:00pm.

A motion was made by Randi Rice to adjourn the meeting at 7:50pm and Ashley Wienhaus seconded the motion.