

September 2018 Lyter PTO Meeting Minutes

September 13, 2018

Board and Co-Chair Attendance: Ellen Dunkleberger, Victoria Houser, Connie Dawes, Bobbi-Jo Lundy, Desiree Leahy-Ulmer, Meghan Maeulen, Misty Emick, Stephanie Pickering, Katie Farley, Katie Garber

Guests/Parents Attendance: Jessica Clayton, Teresa Wyland

Principal: Mr. Feerrar

Administrative Business (M. Emick)

- Approved August 2018 Meeting Minutes
- Reviewed and Approved August 2018 Treasurer's Report
- Walk-A-Thon donations to date: \$1050 from businesses, ~\$100-\$200 from individuals
- Katie distributed letters to board members authorized to make purchases on behalf of PTO to be presented to businesses to have the sales tax waived. (As a tax-exempt organization we should not have to pay sales tax.)
- Internal financial review coming up.
- Discussed open board positions. Nominated Jessica Clayton to be the Assistant Treasurer. Jessica accepted the nomination, all voted in favor of making Jessica our new Assistant Treasurer.
 - Remaining open positions: Spring Fling Coordinator, Special Events Coordinator, School Beautification

Welcome/Principal's Update (D. Feerrar)

- Photo day went really well - Photographed 460 children in three hours
- Upcoming events:
 - 9/17/18 - Constitution Lessons
 - 9/26/18 - Peace patrol training (Making an effort to involve as many students as possible in 4th grade volunteer positions.)
 - 9/27/18 - Grade parent meeting (8:30 am)
 - 9/28/18 - Fire station visit
 - 10/3/18 - Walk-A-Thon Collection Date
 - 10/5/18 - Walk-A-Thon (rain date 10/19/18)
 - 10/11/18 - PTO Board Meeting (6:00pm)
 - 10/15/18 - In-Service Day (No School K-12)
- Items of Interest:
 - Current enrollment ~450 students
 - Any regular volunteers at the school (e.g. grade parents or PTO members) must have clearances on file with the school

- Safety audit has been conducted. Some security measures have been implemented (e.g. barriers/planters placed in front of the doors, locking mechanisms placed on doors). Not all vulnerabilities are shared with parents. The school district is provided with continuous on ongoing ALICE training. A full scale intruder drill will be performed at a future date.
- Technology Purchase Update

Technology Purchase (M. Emick/D. Feerrar)

- Looking to increase technology capabilities in the 3rd and 4th grade classrooms.
- To have a full complement of chromebooks to be shared between two classrooms, need to purchase 28 Chromebooks for 4th grade
- Currently, 3rd grade mainly uses iPads, but looking to increase Chromebook usage in 3rd grade. Looking to purchase 20 Chromebooks for 3rd grade.
- 3rd grade iPads which are replaced by chromebooks will be flowed down to grades K-2 to be used in their classrooms.
 - 4th grade - 28 Chromebooks @ \$275 = \$7,700
 - 3rd grade - 20 Chromebooks @ \$275 = \$5,500
 - Total technology purchase = \$13,200
- This exceeds the allotted \$10,000 budget. The remaining \$3,200 will coming from the following sources: \$1,000 from the Teacher Allowances (school supply fund), \$500 from Educational Supplements, \$900 from Miscellaneous/Non-recurring Expense, and \$800 from savings by 3rd grade finding a more local/affordable field trip
- Voted unanimously to purchase 48 Chromebooks.
- Side topic: Kindles are sitting unused in some Kindergarten classrooms due to setup issues. The Kindles should either be used, or we should determine if they should somehow be swapped out for more user friendly technology.

Piano Purchase (K. Farley)

- Approved purchase of Roland HP-603A SuperNATURAL Modeling Piano (Rosewood) for \$2899.00. Also Approved purchase of DigiDolly for \$395 to easily transport the piano to the auditorium for chorus practice.
 - Total purchase \$3294 slightly exceeds the \$3000 budget. The remaining \$294 will come from the \$300 music allocation. We will need to solicit donations for cookies for the Christmas concert.
- The school district will purchase the surge protector.
- Voted unanimously to purchase the piano.
- Katie will let Mrs. Kukuchka know.

Walk-A-Thon Update (M. Maeulen)

- We are at 3% participation, the pep rally was a raging success
- Supplies for obstacle course provided by Mr. Cillo, will be set up at the Walk-A-Thon as well.
- Meghan to get prices on colored wristbands. Will need five different colors. Also need the color coded clipboards.
- Katie Farley is counting money every Wednesday at 1:00pm

- Discussed the snack. Determined to move away from providing apples as they were not being donated. Desiree recommends finding something free. Misty will solicit a donation of chips from UTZ
- Water bottles will be provided as needed. Pepsi may donate water, as long as it doesn't interfere with the Spring Fling donation. Vicki will check with her Pepsi contact.
- Will need to set up snack and water stations.
- Volunteer and guest attendance being compiled.
- Final Walk-A-Thon meeting: Thursday, September 27 at 6:30pm

Committee Reports

- Fundraising - Green Barn Berry Farm would like to partner with us again to donate a portion of the profit from sales during the weekends in the month of October if we present them some sort of "coupon/flier" Discussed sending it out after Walk-A-Thon so as not to interfere with possible student donations.
- Yearbook - Katie Garber took pictures from the pep rally, Darrin requested photos to be used on the district website, Katie G. (or teachers) will take fire station pictures, we will use the "K: drive" as a photo collection area. If there are any teachers who would like Katie G. to come into their classroom to take photos they will let her know.
- Classroom Activities - no longer doing a monthly incentive for box tops. Perhaps will offer popsicles at the end of the year.
- Communications - Movie nights planned for December, January and February. No student volunteers needed for movie night
- Beautification - discussed a decorative way to track Walk-A-Thon participation. Misty and Meghan to brainstorm ideas. Fall decorations will go out soon.
- Special Events - no special events until after Walk-A-Thon

Meeting concluded 7:47

Upcoming Meetings

9/27/18 - Grade Parent Meeting, 8:30 AM - Lyter School Library

9/27/18 - Walk-a-thon Planning Meeting, 6:30 PM - Lyter School Library

10/11/18 - PTO Board Meeting, 6:00 PM - Lyter School Library

Respectfully Submitted By:

Ellen Dunkleberger, Recording Secretary