

## SPTO Meeting

Dec 11, 2019

**Attendance:** Kara Herbertz, Kyla Gallagher, Melissa Coffaro, Nichole Silver, Alyson Cox, Meredith L'Hommedieu, April Sears, Kat Copeland, Sarah Dailey, Elisabeth Mathieu

### AGENDA

#### Intro

- Kara Herbertz called the meeting to order
- November 2019 meeting minutes approved by unanimous votes

#### Principal's update

- Hale
  - Hale planning to use non-fundraiser fundraiser funds for technology in school
  - Possible replacements for former holiday wishlists:
    - Can we think of another idea to provide something small to teachers?
    - Ideas
      - Parents provide cookies for a teacher cookie swap
      - Do more during teacher appreciation?
  - Purell classroom items requested (coming out of general funds)  
**ACTION:** Kyla will purchase (24 pack case) Purell for Hale teachers
- Center
  - Wish list changes
    - Teachers have been notified
    - Blast email went out to all families with email addresses
    - Room parents have been notified that they will need to lead individual classroom efforts  
**ACTION:** Kara will reach out to room parents again with the suggestion to send home flyers in kid's folders to reach those without email addresses on file.

#### Officer updates

- Treasurer
  - Non-fundraiser fundraiser
    - Hale is at \$2112; Center \$5924
      - Behind our numbers from last year
    - ACTION:** Kara to continue to send out weekly reminders
    - ACTION:** Consider revising text to include information on progress to goal
    - ACTION:** Send another hard copy flyer out in January

- Square one art items
  - Need 3-5 volunteers to come in next week to help sort through items to get them home before the holiday break
  - ACTION:** Kara to send out communication asking for volunteers
  
- April author/illustrator event request
  - Librarian requesting funds for April event with authors of *Rescue and Jessica*
  - Author will do one presentation for the younger kids, and one for the older kids
  - ACTION:** Voted to give funds pending an understanding of the full contribution ask. Kyla will follow-up
  - ACTION:** Kyla to dig further into question of what's available in scholastic funding and where other funding is coming from. Provide additional feedback that historically two presentations a year have been brought in via scholastic funds.
  
- Fundraising
  - Box tops
    - \$520.22 – goal for year is \$1000
    - February will be the next mailing
  - ACTION:** Check will be cut on December 15
  
- Website
  - Pre-k, K, 1 grades have gone up in registration
  - Deleted students who have moved out of district in both schools
  - Added in the Paypal connection
  - Those viewing from a phone are being directed to use the app which is not compatible with our site. Working with web company to see if that pop up can be turned off.
  - ACTION:** Kara to do website check from phone to verify app issue has been resolved.

#### Committee updates

- Talent show
  - February 8
  - Auditorium is currently only confirmed for 2:30 – 5:00 pm
  - ACTION:** Kat to confirm that full day of Feb 8 is available for use
  
- Staff appreciation
  - Event in May but will need shadows to take over staff appreciation
  - ACTION:** Begin shadow search process. Kara to send communication in January

## New business

- Service dog presentation
  - Alyson Cox brought forth the idea of bringing in Katelynne Steinke and her service dog Jones. Part of the NEADS organization which trains service dogs for people with disabilities or hearing loss
  - Katelynne does not charge for presentation. Can incorporate demos and customize presentation for audience and time.
  - PTO preference is to conduct smaller groups of grade levels, rather than an all-school presentation (K-2 and 3-5)
    - Presentation can be tailored to whatever time frame we have to work with
  - Jones the dog has a Facebook page which can be shown to children prior to presentation
    - ACTION:** Kat Copeland will follow-up for scheduling and booking. Alyson Cox volunteered to take on additional work related to this, as she has a long history of working with NEADS.
  
- Secretary
  - All voted to vote in Elisabeth Mathieu as secretary.

**NEXT MEETING:** January 8, 2019 7:00 PM