

# BROWN PTO

## **Executive Board Meeting Minutes- April 11, 2022**

In Person Attendance:

Katrina Engelhardt, Ryan McMillan, Frank Henderson

Not in Attendance: Bee Gordon, Candace Barnes, Liz Tucker-Plasky, Eileen Borowiec

### **I. Review and approval of March 23, 2022 Notes**

approved

### **II. Old Business/ Follow-up**

### **III. Principal's Update**

The dates for Spring were sent out. The next events are the book fair then SBAC which is 10 days. Students and teachers are looking forward to field trips. There is a high teacher attendance rate at Brown. There are currently no teacher openings at Brown. There will be a change in the schedule next year reducing recesses to 1 formal recess instead of the second mini recess. Teachers will be encouraged to take students outside as they choose and all students have physical education every other day.

### **IV. Treasurer's Update**

The balance will be updated when the school store box is counted. The box will then be brought to the movie night. Afterwards, it will be brought to Victoria Quinn for the book fair.

### **V. Spiritwear**

We will be waiting till spring to roll out the next spiritwear sale. Not anticipating much interest.

### **VI. Fundraising Ideas**

- a) Spring Family Photos - occurred this past Friday and Saturday, waiting to hear how successful it was. Cindy said she had 11 families sign up, one no-showed so we will get that \$20, plus 20% of all packages purchased.
- b) Moxie family night - Candace, any updates?
- c) Movie night at Madison Arts Cinema - Wednesday, April 13, 6:30-8:30pm
  - i) Liz, where are we at with numbers? We have 59 tickets sold as of Monday morning. Please ask Mr. Henderson to resend the email to the school community. Please spread the word. There were 6 more sign ups after Mr. Henderson resent the email.

- ii) Do you need any additional help from us? Who can all attend? I'll be there early (around 5:45) with the sign up sheet. I'll need a cash box from Ryan for walk-ins. I'd be glad to have an extra person. Ryan will be there to help.

#### **VII. Yearbook**

- a) Yearbook update (deadline April 4) - Candace submitted last Monday!! :)

#### **VIII. PRC (next meeting: 4/29, 9:30am)**

- a) Update; who can attend the next meeting? Liz will attend.
- b) Ryan, can you Venmo Sarah Drought \$15 for Wendy's gift? Ryan will Venmo \$15 when there is money in the venmo account.
- c) Where do we stand regarding nurses and admin assist appreciation: do we want to donate to a group gift or do our own thing? IMHO, I prefer to do our own thing, especially with the nurses this year, acknowledging important individuals in our community.

#### **IX. School Store**

- a) Next store open Fri, May 6 - Bee will check to see if we need anything to supplement the final store. Bee will send out SignUp Genius for volunteers
- b) Will advertise via email (Frank) and FB (Candace); Frank can you make an announcement to remind students the day before? Yes

#### **X. Other Business**

- a) Social Media talk with Polson - new date set for April 11 (6:00-8:30)
  - i) Ryan, have you received an invoice for the speaker from Kim Yahara yet? Our portion should be \$625 Not Yet
  - ii) Who can attend? Ryan, Katrina, Mr. Henderson
- b) Book Fair - May 2 - 4 - Liz, are we all set on our end for this? I'll be setting up a sign up sheet for volunteerism this week per Frank's feedback around timing. Suzanne and Victoria are handling the signage, banner. The book fair will only be during school hours but students can use the e-wallet that can be filled by parents/grandparents and there will be a sheet for teachers to make requests.
- c) 4th and 5th Grade Celebrations: Ryan coordinated with Kit Kat; Frank, do you need anything else from us? There will be 3 ice cream choices.
- d) Any luck finding an additional board member for next year??? There is interest at Jeffrey. Katrina attended a Jeffrey PTO meeting and asked around. Information should be sent to the elementary PTOs
- e) WIX account for non profit - website should be all set and up and running - thank you, Liz

#### **XI. Adjourn 5:30**