



McLANE ELEMENTARY  
PTSO

# MEETING MINUTES

**DATE: 3/6/17**

**TIME: 6PM**

**LOCATION: CAFETERIA**

<b>CHAIR</b>	President Wendy Harris
<b>SECRETARY</b>	Becka Mondau
<b>ATTENDEES</b>	Wendy Harris, Leslie Smith, Sarah Pearson, Laurie Sale, Becka Mondau, Kim Leidelmeijer (absent), Amy Long, Rob Knight, Wendy Vance, Audrey Young(absent)

## Agenda topics

<b>TIME: 6:03</b>	<b>PRESIDENT WELCOME</b>	<b>WENDY</b>
-------------------	--------------------------	--------------

<b>OUTCOME</b>	Meeting brought to order at 6:03pm
----------------	------------------------------------

<b>TIME 6:04</b>	<b>JANUARY MINUTES</b>	<b>WENDY</b>
------------------	------------------------	--------------

<b>OUTCOME</b>	There was no discussion of the February minutes. Leslie Smith moved to approve the minutes as written and Wendy Vance was the second. The motion passed.
----------------	--

<b>TIME 6:04</b>	<b>PRINCIPAL REPORT</b>
------------------	-------------------------

<b>OUTCOME</b>	The school district is moving to online registration for conferences. Registration will be available only on Skyward. March 7 is OJP for grades 1-3 and Life Skills. March 17 <sup>th</sup> is OWL recognition assembly and the OWL store. March 24 is OJP for grades 4-5 along with opening night for Annie Jr. March 25 <sup>th</sup> is the kickoff for the Barnes & Noble book fair. Conferences are March 28-30. During the week of March 20 <sup>th</sup> , there will be opportunities for community members to get to know Superintendent candidates. Monica and a group of parent volunteers are meeting with architects to discuss the remodel of the main building. Finally Cispus is coming up for the 5 <sup>th</sup> graders, April 26-28.
----------------	--

<b>TIME 6:11</b>	<b>TREASURER REPORT</b>
------------------	-------------------------

<b>OUTCOME</b>	Sarah reviewed the February budget. Amazon Smile only brought in around \$5.00 so we need to increase interest, but Box Tops were very successful. Monica shared McLane is getting great deals on assemblies. Bob Hodges is working with different schools to get good assemblies at a great price. For the future, we need a PTSO representative to touch base with Monica about funds needed for assemblies, but Bob will take care of scheduling them for McLane.
----------------	--

<b>TIME 6:15</b>	<b>WEBSITE UPDATE</b>
------------------	-----------------------

<b>OUTCOME</b>	Leslie will make any updates on the website per requests that come in. Wendy Harris will update the website with theater information.
----------------	---

<b>TIME 6:16</b>	<b>FUNAPALOOZA FINAL REVIEW</b>
------------------	---------------------------------

<b>OUTCOME</b>	Laurie shared final numbers from Funapalooza. Total income from the night was \$2,269.51 Total product expenses were \$893.92 and total vendors expenses were \$783.94. Total profit for the evening was \$283.64. The cake walk was not quite as successful this year. Total income from that was \$299.25, but 5 <sup>th</sup> graders gave some spare change to bring the total up to around \$304.00.
----------------	---

<b>TIME 6:21</b>		<b>5<sup>TH</sup> GRADE CELEBRATION</b>	
<b>OUTCOME</b>		Since the 5 <sup>th</sup> graders raised less money with the cake walk this year, it was decided they would hold a bake sale at the next movie night. The 5 <sup>th</sup> grade celebration is held on the last day of school.	
<b>TIME 6:23</b>		<b>MOVIE NIGHT</b>	
<b>OUTCOME</b>		The next movie night will show Moana. It will be held Friday April 21st in the cafeteria (with the wall closed). The 5 <sup>th</sup> grade bake sale will be held in the lobby area and red vines and popcorn will be available at the cafeteria door. Pizza will still be sold by the kitchen.	
<b>TIME 6:30</b>		<b>AUCTION</b>	
<b>OUTCOME</b>		Auction will be held May 6 at the Black Lake Grange. Amy & Leslie shared at the last staff meeting about the auction and how teachers and classes get involved with class crafts. The DJ has been booked and Leslie will set up a Facebook invitation. Tuesday March 28 <sup>th</sup> there will be a planning meeting at McLane for volunteers who are interested in helping. There was discussion about lowering the entrance fee for teachers to encourage more of them to come. \$20 per person for the community and \$10 for teachers. Finally, Mrs. Caranci would like a parent volunteer to head up her classroom craft this year.	
<b>TIME 6:37</b>		<b>THEATER</b>	
<b>OUTCOME</b>		Lower elementary theater program is finished and costs were covered, but it didn't make a big profit. Attendance was fairly low, which is somewhat expected considering it is a 30 minute show. Friday was low on concessions, but did better on Saturday when concessions were open before and after the show. Overall, a positive experience for the kids, but it was difficult for the volunteers with the condensed timing, (2 weeks verses 4). Since the volunteer side of it was hard, it would ideally be 2 different sets of volunteers to run the different levels of theater. Upper Elementary production is underway. There are 45 spots, and 44 kids participating. We maxed out the donation money (gave away 3 half scholarships). 4 half scholarships were paid for by an anonymous donor. TOAD gave us a deal on the lower elementary program that we might not get that next year since they are in the middle of getting their company off the ground. Monica brought up the idea the 2 productions be more spread out so families can help more.	
<b>TIME 6:45</b>		<b>PENCIL MACHINE/ASSEMBLIES</b>	
<b>OUTCOME</b>		Audrey Young will be moving on after this year. She has been in charge of assemblies and the pencil machine. Assemblies will be taken care of by Bob Hodges and Monica with a PTSO volunteer to help make sure necessary assemblies get paid for by the PTSO. Wendy Vance volunteered to take over Audrey's place for the pencil machine. She will make sure it is stocked with pencils and will take out the quarters for the treasurer when necessary.	
<b>TIME 6:48</b>		<b>SPIRIT WEAR</b>	
<b>OUTCOME</b>		Gina LeMasters is the point person. She shared 34 shirts and sweatshirts have been sold. She will be collecting final forms for spirit wear until March 10 <sup>th</sup> and then she will place the order. The shirts will come 1-2 weeks after the order has been submitted.	
<b>TIME 6:49</b>		<b>TEACHER APPRECIATION</b>	
<b>OUTCOME</b>		Lesley Green is the point person for Teacher Appreciation Week. She would like to get a group of people together to plan. It is a 5 day event. Volunteers come in to decorate the staff room and plan food for each day. Wednesday is a half day so lunch food would be great that day. Lesley wrote down names of people willing to volunteer and will get a meeting set up.	

<b>TIME 6:51</b>		<b>YEARBOOK</b>	
<b>OUTCOME</b>		<p>Lesley Green is also the point person for the yearbook. She shared there will be one more big sale that will last most of March. Orders need to be in by March 31<sup>st</sup>. Please let Lesley know of any events and pictures that need to be included in the yearbook. With the sale from earlier in the year we have already broken even. Do we want to give free yearbooks to the teachers? We will discuss this idea at the next meeting before Lesley puts in the final order for yearbook. March 17<sup>th</sup> after assembly Lesley will take a picture of the whole school.</p>	

<b>TIME 6:57</b>		<b>OPEN DISCUSSION</b>	
<b>OUTCOME</b>		<p>Kindergarten registration: packets will be available on March 27<sup>th</sup> and can be turned in starting the 28<sup>th</sup>. Monica shared we will be breaking ground hopefully in April and we need to do a clean out of PTSO closets. Things are going to need to get moved around during building of mini building and remodel. Y-care will also need to make sure excess items are cleaned out of closets.</p>	

Meeting Adjourned: 7:01pm

Next Meeting: April 10, 2017 McLane Cafeteria