



EXECUTIVE BOARD MEETING MINUTES

August 17, 2023 – Executive Meeting

Virtual

1. Call to Order, 7:08pm

- a. By Amelia
- b. No meeting minutes from last meeting to review

2. Principal Updates – Tony Widder, Principal

- a. Staff back in building today, optional work day; official kick off on Monday with waffle breakfast sponsored by PTGO
- b. Fully staffed once EC candidate approved by board
- c. Class letters being mailed out tomorrow morning; 2 new teachers 1st and 3rd and new EC TA, and new PE teacher and new Spanish teacher
- d. Positive vibe in the school
- e. Desire to add spanish curriculum to be paid for by the PTGO

3. Treasurer’s Report – Genie Boericke, Treasurer

- a. Starting with \$34,000 {typically \$20 to \$25 K starting}; trying to spend what we bring in for the year
- b. Fundraiser assumption for board to check - \$52,193
- c. Add a new spanish curriculum to the subscriptions line as a new expense; Tony will check if there is a yearly, recurring cost
- d. Reflex Math to be Added as a Budget Line Item, expires end of November 2023
- e. Guidance Counseling amount seems good to board
- f. Should we add in the math coach as an expense? Replacement of manipulatives, etc, so all agreed
- g. Social Work fund is estimated at \$1500 - it may end up being much more or much less; decided to reduce to \$1000

- h. Field trip fund for each grade level to provide scholarships for those who need one; to be added as a line item; 1st grade will have bigger field trip this year as will 4th and 5th, so may be best to add a little more money to those grade level funds; plan to allocate \$5000 this year
- i. May try to get rid of Flocabulary subscription and PebbleGo - Tony going to check with teachers

4. Changes to Bylaws, Genie Boericke, Treasurer

- a. Discussion of possibility of changing bylaws to remove membership requirement, along with other minor updates and changes
- b. We've had a hard time getting people to come to the meetings; the reality is that the membership is not really a voting force; other similar boards in the area have similar set up where the board members are the sole decision makers; we want info from the PTGO to go to the entire school, not just the members of the PTGO
- c. Plan is to let everyone review the proposed changes, send it out to all members, and let everyone vote on proposed changes at a future meeting
- d. Committees language to be reviewed from the bylaws: Read a thon, Teacher Appreciation, Spring Carnival. Genie to review and make changes to that language; Widder likes having smaller number of committees; goal of committees is to take some burden off of the board
- e. Board member make up - getting rid of parliamentarian position; should we add a communications officer? Decision is to instead say that there will be 1 to 3 members at large (list some of the possible responsibilities that they could fulfill, like communications)

5. Spirit Wear Update, Katie Crosby, Member-at-Large

- a. T shirts have been ordered and arrived at the school to be sold at \$15, ready for Open House Night; currently, we only have t shirts available to sell
- b. How do we accept payment from people at the table - Richard to look into payment options
- c. Make sure the staff t shirts are separated from others to sell
- d. Should we sell at the Kindergarten Popsicle Playdate? Maybe
- e. Look into ordering online options

6. Welcome Back Teachers Breakfast, Monday 8/21,

- a. Belgium Waffle Bar will be set up at 8 am; \$6 per person; expect about 80 people - Kat to write check and get reimbursed
- b. Still need to get drinks and possible other items (fruit and yogurt and granola perhaps)
- c. 2, 6 foot tables will be set up
- d. Hospitality Committee - help with decorations and set-up
- e. Theme is generic Back to School
- f. Media Center is where it will be set up;
- g. Volunteers to attend and help w/ set up, Heather, Amelia, Richard to help

- h. Board to discuss with teachers - changes to reimbursements, reminder of process of teacher allocations, excitement for start of the year, love support at meetings, any ideas of how to make our meetings and other events more meaningful for teachers, share our calendar with the teachers, grant proposal options discussed with teachers
- 7. Staff Luncheon, Thursday 8/24**
- a. Treasurer will just need to write a check for this event
 - b. Moes to cater
- 8. Back to School Night, Thursday 8/24**
- a. Flyer to give to teachers to put in students' packets (to include all September PTGO sponsored events); Kat to make flyers and hand out to teachers by Welcome Back Teacher Breakfast on 8/21; flyer to include QR code to sign up for committees, Read-a-thon mentioned, statement that we are revamping PTGO and to come to September meeting to learn more
 - b. Are we having a PTGO Table? Yes, planning to have a table set up. Will be just t shirts this time to sell.
 - c. Volunteers? - Richard and Katie, others will check schedules
- 9. Update to Websites**
- a. Sign up for Committees
- 10. Volunteer Sign ups**
- a. Categories? Currently, we have: Read-a-thon, Teacher Appreciation, Spring Carnival/Auction, Grounds and Beautification, Community Events, Other Fundraising Efforts (Painted Grape, Spirit Nights, etc), Grant Writing, Other
 - b. Deciding on best way to sign up for committees - will be linked to QR code; Kat will make ultimate decision on how to create that sign up
 - c. May try to combine some of the committees so that we aren't spread too thin; try to focus on getting more people to sign up for the Read a Thon and other upcoming events
- 11. Kindergarten Popsicle Playdate, Tuesday 8/22 @ 5:30 to 7**
- a. Have print outs for people to sign up for committees
 - b. River Park Banner available if we want to use
 - c. Board Member Volunteers for each shift (5:15 to 6:15 Kelly and 6:15 to 7:15), Kat and Amelia
 - d. 78 Kindergarteners;
- 12. Ice Cream Social**
- a. September 18th is date
 - b. Brand it as Ice Cream Social, we will look into also renting a sno-cone machine
 - c. Discuss later how to execute
- 13. Calendar Review**
- a. Any updates or changes? - none

b. Everyone okay skipping December and April meetings? - yes

14. Parent Representatives

a. Try and gauge interest by adding to interest form

15. Read-a-Thon

a. General update; theme will be Reading Around the World

b. New Event to Include: Bedtime stories from around the world as event - families could come in to read stories to the kids to hear a bedtime story; kids can wear pjs, have cookies; passport to give kids to get stamped as they read the books

c. Email thread to look into how we can scale it back and make it more inclusive and focused on literacy while still raising sufficient funds for the PTGO

d. September 6 or 7th for another Read a thon meeting

16. Multicultural Event - Kelly Sayed, Secretary

a. Kelly described the event and the cost for NCYTE show performance

b. Seems like there is interest; somewhat worried about funds

c. Tie to the Read-a-thon event as a school wide reward

17. Adjourn, 8:54 pm