



Cobblestone PTO Minutes March 1, 2016



* Meeting called to order at 6:08pm

* Roll Call

- Present: Melinda Barker, Candace Hubbart, Aimee Roha, Jenna Argetsinger, Francis Scalise, John Lawson, Marcie Nichols and Kara Winger

*Treasurers Report

- Candace stated that our current balance is \$28,576
 - Approximately \$9,000 is reserved for the school to purchase leveled books
 - Waiting on a few outstanding checks to clear
 - Francis was just added to the account, so she will work on updating the account/budget
 - \$3,500 needed to start 2016-2017 school year

*Donations Coordinator

- Chad notified Melinda before the meeting that he has to step down as our donations coordinator due to personal reasons.
 - Donations Coordinator position is open. If interested in the position, please notify a board member or attend our next meeting.

*Allocate Money for End of Year

- Marcie has a proposal for school needs
 - #1-School needs 35 chromebooks and chromebook cart totaling \$14,500 (includes tax & shipping)
 - Chromebooks are \$320- \$340 each/Cart is \$2,100
 - State testing is May 16th, so chromebooks are needed 3 weeks prior to set up
 - Board decided to purchase 15 chromebooks and cart. Will revisit the topic of purchasing additional chromebooks at next month's meeting.
 - Candace motioned to approve \$7,500
 - John 2nd it
 - **Approved!**
 - #2-Leveled Books
 - \$120/title
 - #3-28 iPad minis and charging cart will cost \$10,000
- Marcie has till April 3rd to spend Cobblestone funds. She has asked that we let her know beforehand where PTO plans to allocate funds. That way she can use Cobblestone funds where needed.

- Survey sent home at the beginning of the year asking parents where they would like funds allocated towards. The results of the survey were:
#1-STEM, #2-Leveled Books, #3-Technology Equipment
- Marcie plans to meet with Leadership on Thursday, March 3rd to discuss which needs have priority.

* YBA

- Marcie and Dr. Roberts met with Jen Knecht regarding use of Cobblestone gym. The coach filled out the facility use form and needs to provide certificate of non-profit. Waiting on a response from YBA.

* Storage

- Thank you Francis, Shannon, Jen and JC, Candace and Melinda for taking the time to move the storage unit. Melinda purchased a ladder for storage.
 - \$105/month is our new total

* New PTO Meeting Signs

- 2-Signs are being ordered that are 24x72
 - Originally voted to have the signs say “PTO Meeting Tonight.” Decided to leave off “Tonight” and use Velcro vinyl letters instead. That way we can Velcro the words “Tonight, Tomorrow or Next Week” onto the sign depending on how far in advance we want to advertise.
- Approve \$80 for new sign
 - Melinda motioned to approve \$80
 - Jenna 2nd it
 - **Approved!**

* PTO Insurance

- Melinda spoke with Rich Coleman at Farmers Insurance. Our \$1million policy needs to be increased since the PTO now hosts more events than we used to. Melinda will contact Rich to get the specifics on increasing to a \$2million policy. Our current insurance expires on March 13th. To avoid a lapse in our insurance, the board would like to approve \$600/year for insurance.
 - Melinda motioned to approve \$600/year
 - John 2nd it
 - **Approved!**

* Wonderful Wednesday

- March 9th: Shannon
- April 13th:
- May 4th : John Lawson

* Upcoming Events

- Croc Run: March 18th
 - Assembly and Croc Run packets will be going home March 4th
 - Shannon is working on a volunteer form to go home
 - Jenna still needs donations for prizes, hasn't been able to get in touch with Chad
 - Jenna needs help setting up for the assembly at 1:15pm on Friday, March 4th
- Pastries with Parents: Friday, May 27th
- GAP: Tuesday, May 31st
- Appreciation Week: May 2-6
 - Monday, May 2nd: Aimee
 - Tuesday, May 3rd: Melinda
 - Wednesday, May 4th: Wonderful Wednesday luncheon- **Extra Special**
 - Thursday, May 5th: Jen
 - Friday, May 6th: Candace

* PTO Networking

- Booth would be set up to pass out PTO info (newsletters, volunteer sign-ups, etc.)
- Melinda would like to build the booth out of PVC pipe
 - Jenna motioned to approve \$100 for supplies
 - John 2nd it
 - **Approved!**
- Upcoming Networking Dates
 - May 9th: Kindergarten Readiness Day-PTO should include flyer in packets
 - May 23rd: Kindergarten Readiness Day
 - May 26th: Open House

* Miscellaneous

- Kara Winger attended our meeting to discuss a few topics of concern.
 - Chromebooks: School is growing in size and is in need of more chromebooks. Topic was discussed and \$7,500 was **APPROVED** (15 chromebooks and cart) before Kara arrived at the meeting.
 - Leveled Reading Books
 - Field Trip Fund: At February's meeting, the board approved a \$2,400 "Field Trip Fund" (\$400 per grade x 6 grades) to be included in our budget. It was brought to our attention the teachers may be using their \$300 Teacher Fund provided by the PTO to cover additional field trip expenses. The Field Trip Fund will help with additional field trip costs, not to fund additional field trips.
 - **Clarification on the Field Trip Fund is needed. We will revisit this topic at April's meeting after reviewing our budget.**

***Next meeting is April 5, 2016 at 6:00pm**

***Meeting adjourned at 8:10pm**

***Upcoming Events**

- Croc Run is March 18th. Originally set for March 25th, but that is an early release day. Date was changed via group text message.
 - Jenna is the Croc Run Coordinator. Will go over Kirsten's info and put some ideas together. She will meet with Croc Run Committee to go over her plans and what she needs help with.
 - Budget is \$2,500
 - Discussed participation prizes for each student and an easier to understand prize system
 - KOHL's volunteers-Shannon will check into it
- Casino Night: Thoughts on this event? Should we continue having Casino Night? Last year we had a \$500 loss on this event. If not, any other ideas for a fundraising event?
 - Tentative date is May 14th. Thinking April would work better?
 - Marcie will do a phone survey questionnaire. Parents' Night Out? How about Casino Night in April? This way we can see how many people are interested in participating.
 - Chad will look into Peach Tree as a venue
- Pastries with Parents is May 27th
 - Sign-up sheet was passed around at the meeting. Jen Knecht, Aimee Roha, Shannon Weitzel and Chad Shoffner have volunteered to help with the event. We are still in need of more volunteers!
- GAP is May 31st
 - Sign-up sheet was passed around at the meeting. Jen Knecht, Aimee Roha, Shannon Weitzel and Chad Shoffner have volunteered to help with the event. Need at least 6 volunteers total!
 - Charcoal needs to be started by 9:30am
 - Chad will help with donations and BBQ
- Teacher/Staff Appreciation Week is May 2-6
 - 45 staff total
 - PTO does something nice for the staff daily. Need volunteer(s) for each day.

***Storage**

- Saturday, January 30th we will be moving into the bigger storage unit
 - Melinda asked if we could purchase a ladder to keep in the storage unit.
YES!

***Wonderful Wednesday**

- January 13th: Aimee is making chili

- February 3rd: Chinese-any volunteers to help set up?
- March 2nd: Shannon
- April: Need a volunteer
- May 4th: John Lawson is trying to get the day off

***Miscellaneous topics:**

- Melinda purchased a 3-crock pot set and a larger single crock pot on sale for \$80, should we keep it to use for PTO hosted events? **YES!**
 - Marcie said we could store the crock pots on top of the cabinets in the staff lounge.
- Purchase SD card for PTO use to transfer files between board members? **NO!**
 - Marcie will check with the IT guy to see if we can set up a PTO google account.
- Looking for a new treasurer
 - Alexis was accepted to her nursing program and needs to step down from her position as treasurer.
 - Know anyone who might be interested in filling the position?
 - Should we send out a flyer? PTO Facebook page? Cobblestone page?
- Renewal for PTO insurance is coming up. Anyone against switching to Farmers with Rich Coleman?
 - PTO in favor of switching to Farmers since Rich has supported our school and they're local.
- Next meeting is February 2nd at 6:00pm

Meeting adjourned at 7:50pm