

August Eastern Elementary School PTO Board Meeting

Tuesday, August 17th, 2022 at 3:30PM

**Board Members Present: Laura Ashton, Jenn Comstock, Lydia Potthoff, Kristin Harnish
Biz Ruskowski**

Start: 3:39pm

Approval of May Minutes: Kristin Harnish, Jenn Comstock

Treasurer's Report

Budget proposal presented by Kristin.

- Staff startup \$22 per child.

- New this year: staff will be able to submit requests/proposals three times a year on October 1st, January 1st, and April 1st. Submit proposal to PTO mailbox or email easternelementaryschoolpto@gmail.com. Submissions will first be approved by Biz, then approved by PTO, and submissions over \$500 will have to be voted upon at the meeting the month the submission is due.

- Budget additions:

 - Consider buying a Camera/video to be able to record meeting and then upload onto Facebook. Can also be used for morning announcements or photos needed at a school function. This takes away the need for staff/PTO to use personal phones to take photos and videos.

 - PTO expenses went up. Storage unit \$120/month.

 - Hospitality increased due to Back to School BBQ. 250+ rsvp'd to BBQ. We will also be hosting more smaller staff and student appreciation events this year.

Year Planning

- Back to School

- Kindergarten Signing: 9:30-1:30 meet the teacher, learn about Eastern, learn about PTO

- New Family - we have lots of parent and child volunteers . New family day is all set.
- Open House/Ice cream social: PTO in charge of ice cream and a PTO table
- Set up - inside or outside? Tents? Ice cream inside or outside?
- Tears & Cheers: Donut holes and cuppa Joe coffee carafe - Laura taking care of
- Staff Food: Sept 1st, lunch for staff (40) - Lydia will be taking care of

- Fundraising/Jog A Thon

- Get Movin' Fund Hub, roles/assignments, brainstorming
- Jogathon will be October 14 in the morning, kickoff will be Sept 23; Mr McNulty emcee., prizes, music, etc. Jogathon will be Safari theme. Prizes for three count days. Pizza party as a prize? Student. Council could be in charge of car line signup signs encouraging Jogathon sign up?

- Chairs Needed:

Room Parent Coordinator: vacant, Laura has a few in mind

Star Writers: vacant, possibly Sunny Miller again

Talent Show: vacant, possibly Sarah Gano again

Holiday Giving: vacant

Conference Meals: Shanna Girrbach (? Need to confirm)

Spirit Wear: Kristin Harnish

- Special Projects:

Directory: Laura Ashton

Year Round Appreciation: Lydia Potthoff

Kindness week the 3 days before Thanksgiving

Staff appreciation, little family events, etc.

- **Events on Calendar**

Tears and Cheers, Donuts with Grownups (9/28),
Jogathon Kickoff (9/23), Jogathon (10/14), Jogathon Wrap Up
Assembly (10/26), Kindness week (11/17, 18, 21, 22)

- Updating/proposing changes to Bylaws Board Positions - yes
we need to do this when we have a lull

Adjournment: 506pm