

**TOWNE MEADOW ELEMENTARY  
PTO EXECUTIVE BOARD MEETING  
October 18<sup>th</sup>, 2018**

**Members Present:**

Tishia Smith –President  
Shaune Shelby – Vice President  
Kim Berebitsky - Treasurer  
Cybil Cottrell – Assistant Treasurer  
Lauren Edmundson - Corresponding Secretary  
Sharon Menachemi – Recording Secretary  
Nikki Raasch - Principal

**Call to Order**

**Motion to approve minutes from prior meeting**

September 20<sup>th</sup>, 2018 Meeting Minutes Approved

**Vice President's Report – Shaune Shelby**

- PALS Recap
  - The group talked about who is running for school board
  - Shaune talked to the group about the heart challenge course and Mrs. Walker's request to repair it. They are going to do a review of how it is used and see how all the schools can pay for it together.
  - The group discussed creative ideas for fundraisers and what works and what doesn't. Some of the schools have moved away from doing a carnival night auction and to making the silent auction an adult only event. Some of the schools are doing Boosterthon and others have done wine tastings. Orchard Park has the "Taste of Carmel" and Prairie Trace does an off site wine event.
- Friends of Coyotes
  - April 26<sup>th</sup> is the date for Kickin' It With Dads
- Art to Remember for Moms
  - Kids and moms would get together in the school to make an art project
  - The kids would do the artwork and then it is downloaded on the Art to Remember website. Parents can then order any items they choose with the artwork design on it
  - The fee to participate would be \$10 for 1 child and \$5 for each additional child. However the main profits would come from the online ordering
  - Art to Remember only provides paper so TME would need to provide art supplies. Shaune will try to get the supplies donated.
  - The timing for this event would be late February
- Ghosts & Goblins Run
  - Tonight is make your costume night
  - Mrs. Raasch says we have 30 registrations so far
  - Parents can donate even if you can't participate in the run
  - This week is Trophy Week and TME has the trophy. It travels from school to school so the kids can see what we'd win if we have the most participants at the run. We should make the kids aware the trophy is here and in the cafeteria.

### Treasurer's Report – Kim Berebitsky

- The fall fundraiser is doing great
- Spirit wear is doing incredibly well
- Business Incentive is receiving some money from Kroger
- The Chess Club was added to the pass through account
- Our school SLP requested a grant for \$96.00 to cover conference expenses
- Bus Driver appreciation – Mrs. Raasch ordered TME t-shirts for all of the bus drivers instead of gift cards. The breakfast conflicted with Creekside so we changed ours to Oct. 26<sup>th</sup>

### TME PTO Treasurer's Notes

October 17, 2018

### Bank Accounts Summary:

Numbers and activities as of 10/17/18 (Bank Statement #s as of 9/30/18)

- Total PTO Funds: \$ 88,323.05  
Breakdown:
  - Money Market: \$79,545.67 (\$75,253.67)
  - Checking: \$8,434.26 (\$17,511.10)
  - Gaming: \$343.12 (\$343.12)
- **Total Funds less pass through: \$76,845.71 (PTO money)**
- Pass through Fund totals:
  - Picture: \$1,398.51
  - Book /Media: \$9,766.75
  - Math Club: \$758.59
  - Friends of Coyote \$-1,486.51
  - Chess Club: \$1040.00
  - TOTAL: \$11,477.34

%YTD Income 57.70%

%YTD Expense 46.22%

### Treasurer Notes / Income Highlights:

1. Fall Fundraiser: Net **\$28,351.19** (118.13% of \$24,000 budget)
  - a. Income: **\$28,717.00** (99.02% of \$29,000 budget)
  - b. Expenses: **\$365.81** (7.32% of \$5,000 budget) – no shirts or yearbook expense
2. Spirit wear: Net **\$192.00** (-38.40% of -\$500 budget)
  - a. Income: **\$1956.00** (107.75% of \$2,000 budget)
  - b. Expense: **\$2155.00** (78.52% of \$2,500 budget)
3. Business Incentive Income: Total 212.51 (10.63% of \$2,000 budget)- Kroger, Boxtops, Amazon smile.

### Treasurer Notes / Expense Highlights:

1. Teacher Allocations, Enrichment & Extracurricular

- Teachers have spent **\$3,000.16** (29.56%) of their classroom allocation money
  - Total Enrichment – **3,550.83** (22.12% of 16,050.00)
  - Total Extracurricular – **\$1073.97** (42.96% of 2,500.00)
2. Classroom Subscriptions spent **\$3,949.46** (89.76% of 4,400.00)
  3. Hospitality spent **\$692.58** (38.48% of \$1,800)

#### Treasurer Notes / Activities:

1. Chess club added to pass through
2. **\$20,000** transferred from Money Market account to Checking account to maintain at least a \$3,500 balance on 9/25.
3. Grant for Cynthia Halfman for social thinking conference registration (\$96.00)

#### Corresponding Secretary Report – Lauren Edmundson

- There were no staff or student gifts this month
- Dine to Donate will be featured in the Friday flyer. You can also go to the event on Facebook and invite others. Mrs. Raasch will also tweet it.
- Lauren spoke to Greek's and they will do the first Tuesday of each month and donate 10% of sales. The upcoming dates will be Nov. 6<sup>th</sup> and Dec. 4<sup>th</sup>.

#### President's Report – Tishia Smith

- Some parents raised concerns about the school t-shirt theme. If anyone would like to voice their concerns they may send a message to townemeadowpto @ gmail.com.
- The board is in the process of reconsidering the structure of the fall fundraiser
- The 2<sup>nd</sup> order of t-shirts are in and hands are needed to help distribute them
- The Yearbook chair will be setting up a school wide group photo for Oct. 26<sup>th</sup>
- Next week is Red Ribbon Week and we'll make a TME school spirit day overlap with picture day
- Myccs is being replaced by Power School. It will be up to date and live with report cards and grades. Canvas will remain for assignments. The Carmel Schools district web pages are also all being updated and made ADA compliant.
- Committee chairs are still looking for volunteers
- Family tailgate night and fall parties went great
- Please publicize Dine to Donate on your social media accounts

#### Principal's Report – Nikki Raasch

- Conscious Discipline Parent Night will be Nov. 13<sup>th</sup> or 14<sup>th</sup> from 6:30-7:45 pm. There will be five different stations for 15-minute rotations.
- Nicole the custodian is leaving us to go to Prairie Trace. Mrs. Raasch is interviewing new custodians.

**Next Executive Board Meeting: November 15<sup>th</sup>, 2018.**

Meeting adjourned.