

**MASON PTO
BOARD MEETING MINUTES
AUGUST 16, 2017**

Jeff Somers

President

Katie Batts
Vice President

Kelly Sendoykas
Treasurer

Kris McKean
Recording Secretary
& Membership

Krista Somers
Corresponding Secretary
Communications

Valerie Albright
School Board
Observer

Jennifer Amori
Fundraising
Chair

Cynthia Latimer
PTO Council
Observer

Kim Rahi
Volunteers
Chair

Kristen Rubart
ASD Emissary
& Membership

Amy Schubert
Hospitality
Chair

Andrea VanBecelaere
Volunteers
Chair

Roy Bishop
Principal

Gina Green
Teacher Representative

IN ATTENDANCE:

Valerie Albright
Jennifer Amori
Katie Batts
Roy Bishop
Gina Green

Kris McKean
Kim Rahi
Kristen Rubart
Amy Schubert

Kelly Sendoykas
Jeff Somers
Krista Somers
Andrea VanBecelaere

ABSENT:

Cynthia Latimer

GUEST:

Amy Weglarz (Mason Parent)

President's Call to Order – 7:05 p.m.

PRESIDENT'S REMARKS – Jeff Somers:

Welcomed new Board and launched the new school year.

There were no minutes from the final meeting in May 2017.

First order of business was a motion to approve and confirm the new Bylaws. Kris McKean motioned. Kristen Rubart seconded. The 2017-2018 Bylaws were unanimously approved. They will be posted to the PTO website.

In addition, Kris McKean announced that there will be a mid-year election to replace Kelly Sendoykas, who will retire as Treasurer on June 30, 2018. The newly elected Treasurer will act as co-Treasurer through the balance of Kelly's term and become Treasurer on July 1, 2018, serving a two-year term.

It was recommended that we begin the process of letting Mason parents know of our need for a qualified candidate a.s.a.p. Kelly Sendoykas will provide a short list of qualifications or necessary skill sets to perform the duties of Treasurer.

PRINCIPAL'S REPORT – Roy Bishop:

Ryan Francis will move to 5th grade next year, replacing Lisa Rheume, who became principal at Defer. He is currently searching for a 4th grade teacher to replace Mr. Francis.

Mr. Bishop shared the GP School System's Strategic Plan and provided an overview of how it will take shape at Mason. Our theme for this year is "Many Hands; One Mason!" Our continued mantra is "Learners; Leaders; Be Kind." Various supporting initiatives will roll out over the course of the year, with every grade having an age-appropriate task in this school-wide program.

Back to School Night is scheduled for September 11th at 6:30 p.m.

COMMITTEE REPORTS

FUN RUN – Katie Batts:

Jennifer Amori, as the Fundraising Chair, will begin to take a more active role. However, planning for the Fun Run had to begin weeks ago to move time-sensitive things forward. Katie & Jeff have been handling.

To date, the following is planned or in motion:

- Fun Run set for Friday, October 20th – Super Hero theme again this year.
- Minimum goal is \$15,000, but would like to challenge the kids to get to \$20,000.
- Kick-Off assembly for the kids will be September 13th.
- A progress meter will go up that week in the main hallway.
- Prizes will vary and will include medals & certificates, as well as bigger rewards.
- Our prize closet needs to be replenished. Several smaller items need to be purchased. We spent \$825 last year on prizes.
- Bigger prizes, for the top fundraisers, include a Subway lunch with Mr. Bishop.
- Winning classroom gets a pizza party
- Katie asked for thoughts to stimulate fundraising toward the \$20,000. We should email ideas to her and Jennifer.
- Need to work out the details to accept credit card payments.
- Fun Run flyers to go home the first day of school.
- Krista will maintain a Facebook presence with updates and announcements
- The color scheme for this year's tee shirts will follow each grade's already-established colors.
- Gina Green will check with kindergarten/young fives teachers to get color preference for those classes.
- Amy Schubert offered her home as a meeting place for the Fun Run committee.
- Katie invited anyone who is interested to join.
- Volunteers are needed for the day of the Run.

OTHER FUNDRAISING NOTES – Katie Batts:

- Jets Pizza night is the 2nd Tuesday of each month from 4 – 8 p.m. Fifteen percent of all sales go to Mason, if you mention Mason. This year, to avoid the hold up of checks going to the District office for processing, they are going to try Direct Deposit.
- Amazon Smile & Kroger sign-ups to be pushed again. We need to create easy-to-follow instructions and send home on first day of school.

VOLUNTEERS – Kim Rahi & Andrea VanBecelaere:

- Created a form for volunteers to sign-up for a broad range of duties, without date-specific commitment. It will be included in the packet that goes home the first day of school.
- There will also be forms on membership table on Back to School night and in classrooms.
- Continued presence on PTO & Mason websites.
- Mr. Bishop was asked about his needs for volunteers.
 - **Parking Lot Attendants** – Two (2) from 8:00 a.m. – 8:30 a.m. and two (2) from 3:00 p.m. – 3:45 p.m.
 - **Lunch Room & Recess Helpers** – As many as possible and as often as people are willing. Two sessions: 11:36 – 12:26 and 12:26 – 12:56 (essentially the period from 11:30 – 1:00.)

MEMBERSHIP – Kris McKean & Kristen Rubart:

- Membership Drive plans are being developed and currently include a Back to School Night bid, where PTO Board members wear matching t-shirts for visibility.
- “Gumball Machines” in each classroom that is filled with balls representing each new member, to visually show progress.
- Classroom competition, with the winning class getting prizes. A special prize is being considered for a class that gets 100% participation.
- A discussion took place about allowing parents to sponsor other parents, who had not joined. It was determined that this might be problematic and more thought was needed.

COMMITTEE REPORTS CONTINUED

HOSPITALITY – Amy Schubert:

- No report.

SCHOOL BOARD OBSERVER – Valerie Albright:

- No report.

PTO COUNCIL OBSERVER – Cynthia Latimer:

- Absent

BOARD REPORTS

CORRESPONDING/COMMUNICATIONS SECRETARY – Krista Somers:

- “Town Crier” has been replaced by “Moose Scoops” and will have a new logo and look.
- Weekly updates will continue to be posted on Sunday nights.
- A mechanism to cause pop-ups during the week (as reminders) will be created for both PTO and Mason news.
- A link will be added to PTO and Mason websites.
- Will fix current link on Mason website to PTO website.

ASD EMISSARY – Kristen Rubart:

- Classroom sessions are planned for October, when Kristen Rubart and Kris McKean will present the ASD video and host a Q&A. The plan is not only to create better awareness, but to develop fuller understanding of the disorder.
- There is a plan to launch a buddy system, where a Gen Ed child is paired with an ASD child of the same age. This relationship will follow all the way through their years at Mason. Special t-shirts will identify the participants. Questionnaires assessing interest levels and personality will be used to pair the buddies.
- Working on the following:
 - ✓ Structured games for recess activities
 - ✓ Permanent place in the building, which is prominent and dedicated to ASD (tile handprints, in example.)
 - ✓ Fun Run shirts that are decorated by ASD kids.
 - ✓ An ASD bulletin board.
 - ✓ Field trip ideas to ASD-friendly venues.
 - ✓ ASD kids & their buddies to make appreciation gifts, as a year-long project for parents; teachers; special people, etc.
 - ✓ Continuing Friday Fun Day, when the ASD kids work with Laura Loveday and Megan Smith to do special crafts or try to cook something, etc.
 - ✓ Creating an ASD page in the yearbook.
 - ✓ Game or movie night to raise funds for ASD.
 - ✓ Hosting an “ASD Week” – with related activities and a list of athletes/celebrities with ASD to show real people succeeding in the real world.
 - ✓ Add an ASD link to PTO & Mason websites.
- Will be writing a grant, but funds will not be available until late in the year. As a result, a request was made for a \$500 line item in the 2017-18 budget. It was approved by the Board.

BUDGET – Kelly Sendoykas:

- Reviewed line items and compared to previous year.
- Discussed allocation of funds and compared classroom-level spending, using an analysis provided by Jeff.
- Decided that fifth grade camp and graduation elements would continue, with some cost modifications.
- Fundraisers to offset cost of fifth grade camp to be considered.
- In determining allocations, it was decided that we should create equal opportunity and consider the affect of each experience and not compare costs.
- Gina to talk with teachers to get input on what would be valuable or preferred.
- Minor downward adjustments were made to Paper/Copy Machine Maintenance (-\$200) and MEAP testing costs (-\$300.) Rainy Day Games was eliminated (\$50.) ASD line item was added (+\$500.)
- Valerie Albright motioned to approve the 2017-18 Budget. Amy Schubert seconded. It was unanimously approved.

VARIOUS INTIATIVES & DISCUSSIONS:

- T-shirts for Back to School Night for the PTO Board have been chosen. The design choices were offered to the Board, via email and voted on. Discussions regarding color choices settled on white shirts with blue print. Katie will confirm pricing. Board members agreed to purchase their own. Emails with sizes and type (feminine or basic) should be sent to Katie. Motion to approve was made by Jeff and seconded by several voices. Unanimously approved.
- We agreed in May, to offer lawn signs to incoming Kindergarten families. Jeff researched pricing and found that two-sided signs are \$32 each. The signs would be planted on lawns by fifth graders and retrieved for storage and reuse each year.
*****NOTE:** *Update on pricing – If we order 50 signs, the cost is \$7 a piece.*
- Mason graduate signs are being considered for purchase as a fundraiser.
- A Garden Committee to discuss grounds beautification has been formed. Current members include Kelly Sendoykas, Katie Batts and Amy Schubert.
- The fall event will require a sub-committee for planning. Any and all are welcome to join. Follow up with Jeff to express interest or for further details.

Jeff Somers motioned to adjourn – seconded by many voices: 10:00 p.m.

Next meeting: Tuesday, September 19th – 7:00 p.m. – Mason Library