



# SEPTEMBER 19<sup>TH</sup>, 2017

## PTO MEETING MINUTES

Rittman Elementary School PTO

Lydia Hatton **President**   Jennifer Shipley **Vice President**   Angela Snyder **Secretary**   Megan Evans **Treasurer**

| Time     | Item   | Owner          |
|----------|--|----------------|
| [6:05pm] | Welcome-   | [Lydia Hatton] |
| [6:10pm] | Treasurer's Report- <ul style="list-style-type: none"><li>A. PTO Checking- \$4,201.37</li><li>B. RES Acct. Holdings- \$3,440.34</li><li>C. Outstanding Payments- \$719.00 for inflatables rented previously (payment will be made within the month)</li><li>D. Balance – 6,922.71</li></ul>  | [Megan Evans]  |
| [6:12pm] | Principal Report- <ul style="list-style-type: none"><li>A. Benchmark testing (I Ready) done 3x a year checking math and reading. This helps us see what each child knows and gauge whether or not they may need intervention and if so they are monitored to help them grow in their learning.</li><li>B. Smile Dentist is coming soon (end of October) to do dental exams on students that opt to have exams done at school. Cost based on insurance and income levels. After exams they will return to do work that may need done that cannot be completed that day.</li></ul> | [Dr. DeVoe]    |
| [6:15pm] | Committee Reports-<br>Shoparoo- <ul style="list-style-type: none"><li>A. Off to a FANTASTIC start! This is easiest fundraiser because you do not have to do anything but scan receipts and it makes us money!</li><li>B. Robin Goodman and Abby Avery are the committee for this year and would be willing to have anyone else help out that would like to. They are working on monthly incentives for grades, having announcements weekly, and ensuring they are working with Box Tops so not competing.</li></ul>  | [Abby Avery]   |
| [6:20pm] | Fall Festival- <ul style="list-style-type: none"><li>A. Festival will be held Thursday, October 12<sup>th</sup>, from 5:30pm-7:30pm at RES. Committee has met two times for planning so far. Two work days are set up for October 1<sup>st</sup> &amp; 8<sup>th</sup> from 1pm-4pm if able to come please contact a committee member or show up.</li></ul>   | [Dianna Brown] |

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| [6:35pm] | <p>B. Handout was given and covered at our PTO meeting on all planned details. (Will attach to email and Facebook posting with meeting notes).</p> <p>Red Ribbon Week-</p> <p>A. October 23<sup>rd</sup> through 27<sup>th</sup> are dates of spirit week. Theme is "The future is key, so stay drug free!"</p> <p>B. Committee has been formed to set week up and consists of Jen Shipley, Esther Miller, Patty Schehl, Leah Weirick, and Heather Tooley. Thank you all for volunteering to help in planning.</p>  | [Jen Shipley]                  |
| [6:38pm] | <p>Old Business-</p> <p>A. Fundraisers –</p> <ol style="list-style-type: none"> <li>1. Spirit Wear – Wear It Loud – we are still finishing up designs, unfortunately this process seems to be an all-around time consuming process. We will not have on hand quantities to sell at Fall Fest but will have samples and brochures to order from.</li> <li>2. Tumblers - Design is complete and was shown at meeting. These will be on hand and ready to sell at Fall Fest! \$20 per tumbler. After festival we will run a tumbler fundraiser from Nov. 1<sup>st</sup> – 17<sup>th</sup> and will offer the Rittman Indians cup, 4-licensed cups, and 4-decorative designs during fundraiser and make 35% profit from these. Tri-C Distributors is the company we have chosen to go with on this fundraiser.</li> </ol> | [Lydia Hatton & Jen Shipley]   |
| [6:40pm] | <p>B. PTO Sponsored Events – Muffins with Misses' &amp; Donuts with Dudes will be held this year and will be completely free. Muffins will be Nov. 17<sup>th</sup>, 2017 and doughnuts will be Feb. 23<sup>rd</sup>, 2018. We will have a sign-up sheet so we have count of those attending coming home with students before the events. Will serve between 7:45am and 8:15am at each event.</p>  | [Lydia Hatton]                 |
| [6:43pm] | <p>New Business-</p> <p>A. Fundraising Efforts 2017-18 - New possible fundraiser opportunity will be presented. Speaker talked about different fundraising opportunities and we are looking at option for a spring sale of some sort. Was able to sample chocolates and popcorn cups that are offered. Thinking of doing popcorn cups in spring for \$5 a cup possibly and will discuss in future meetings.</p> <p>(Took break I middle and covered fingerprints and announcements for those needing to leave then came back to fundraisers before adjournment of meeting.)</p>   | [Lydia Hatton & Nicole Figola] |
| [6:58pm] | <p>B. Finger Printing – Message went out this last week. If planning on helping with PTO events in the school you MUST be finger printed. If wanting finger printed for school or class help you must go through teacher. Need your name, phone number, student's name, and teachers' name. Please sign-up on sheet if needing complete and have not yet submitted name to Lydia or Angie.</p>  | [Lydia Hatton & Angie Snyder]  |

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|-------------|---|----------------|
| [7:00pm]    | Announcements-<br>A. Next meeting will be Tuesday, October 17 <sup>th</sup> , at 6pm in the library at elementary school. | [Lydia Hatton] |
| [7:27pm]    | Adjournment   | [Lydia Hatton] |