



Location: Burwell Elementary School Tech Room

Date: Wednesday, November 9, 2022

Time: 4:30 pm

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## TOPICS TO BE DISCUSSED:

- I. WELCOME
- II. ATTENDANCE
  - a. Present Attendees
  - b. Absentees
- III. AGENDA APPROVAL
  - a. Review Agenda
  - b. Requests for Additions
  - c. Vote to Approve Agenda
- IV. PREVIOUS MEETING MINUTES
  - a. Review Minutes
  - b. Vote to Approve Minutes

## V. FINANCE

### a. Review Budget & Expenditures

1. Staff Birthdays- Chelsey Feeken- \$18.00
2. Halloween Candy-Chelsey Feeken- \$40.00
3. Halloween Candy- Amy Hughes- @\$60.00
4. PAC Concessions- Rebekah Maynard- \$34.00

### b. Vote for Approval of Budget

## VI. OLD BUSINESS

### a. Inside Recess Equipment/New Outside Recess Equipment

- i. Discussion
- ii. Final Vote- *Table until December, Mr. Drake has not finished conversation with teachers.*

### b. Halloween Trunk or Treat/Parade

### c. See's Candy Fundraiser

### d. Farm to Table Snacks- Kelsey Trausch

### e. Staff Getting to Know You Forms

### f. BES Future Longhorn T-shirt design contest with Ms. Heerten- Mr. Drake- *Table until December, Mr. Drake has not spoken to teachers or Ms. Heerten yet.*

### g. Concessions & Quilt Raffle Update- Rebekah Maynard

- Concession 11/28/22 6:00-
- **Small Quilt Raffle** 12/1/22 6:00- Rebekah Maynard
- Calamus Court Challenge- **Large Quilt Raffle** 12/3 & 12/4- Rebekah Maynard
  - Sat- 9:00-11:00
  - Sat- 11:00-1:00
  - Sat- 1:00-3:00
  - Sat- 3:00-5:00
  - Sun- TBD
- Burwell Dual Wrestling- **Small Quilt Raffle** 12/16/22 - Rebekah Maynard
  - 1:00-3:00
  - 3:00-5:00
  - 5:00-7:00
- **Small Quilt Raffle** 1/5/23 6:00- Sara Stevenson
- Burwell Wrestling Invite- **Large Quilt Raffle** 1/6/23 Rebekah Maynard
  - 11:30-1:30-
  - 1:30-3:30-
  - 3:30-5:30-
  - 5:30-7:30-
- **Small Quilt Raffle** 1/12/23 3:30- Rebekah Maynard
- Concessions 1/23/23 6:00-
- Concessions 1/26/23 6:00- Chelsea Hill

h. PAC Member T-Shirt orders- Rebekah Maynard

VII. NEW BUSINESS (open to vote if motions made)

a. Steps Stickers- Mr. Drake- Shared by Rebekah Maynard- *Table*

*Vote until December, Mr. Drake requested for it to be put on agenda on*

*10/26/22 but has yet to research prices.*

b. Book Purchases for \$5 Book Fair in Spring- Rebekah Maynard

i. Discussion

ii. Vote

c. PT Conference Supper #2- Chelsey Feeken

d. Purchase of Cash Box for events

i. Discussion

ii. Vote

e. Wish Lists for Teachers at Scholastic Book Fairs- Rebekah Maynard

i. Discussion

ii. Vote

f. Staff Celebrations for November/December

• Birthdays

o Mrs. Tetchner- November 27

o Mrs. Swett- December 3

VIII. OTHER ITEMS

a. DISCUSS ANY OTHER ITEMS OF BUSINESS

IX. ADJOURNMENT

a. Presidents Adjourns Meeting

b. Next meeting Date \_\_\_\_\_