

Magee Elementary Parent Teacher Organization
10/2/2024 Meeting Minutes

- I. Meeting called to order (Andy Byrne) – 3:50 pm
- II. Introductions and roll call: Joanna Kerwin, Liz Evans, Kelly Byrne, Karli Olson, Jamie Kernen, Amy Heding, Sarah Skretta, Anthony Scrima, Andy Byrne, Nicole Schroeder, Lisa Wenzler, Kristin Schroedl
- III. Approve Meeting minutes from September meeting – Approved 1st Tony, 2nd Joanna
- IV. Treasurer's Report (Tony)-
 - a. September Beginning Balance \$28,519.26
 - b. Income \$1,250.98
 - i. B2SB Sponsorship \$500
 - ii. B2SB Auction Item \$150
 - iii. Spirit Wear Swap \$2
 - iv. B2SB Donation \$50
 - v. B2SB Auction Item \$100
 - vi. B2SB Chick-Fil-A \$145.38
 - vii. B2SB Tundra Treats \$120
 - viii. Tap Yard Event \$183.60
 - c. Expenses \$1,193.50
 - i. Eagle Scout Project \$413.65
 - ii. Fine Arts Day Magician Deposit \$475
 - iii. Stamps \$43.80
 - iv. All School Picnic \$22.05
 - v. Finance Software \$139
 - vi. Monster Mash DJ \$100
 - d. September End Balance \$28,576.74
- V. Mr. Nies Principal Report- (Unable to Attend – Andy & Sarah S. gave brief update)
 - a. Back to School Picnic –
 - i. After providing popsicle to students we will now provide food allergen information to school nurse three days prior to any event during school hours
 - 1. Want to be able to provide alternate options for those with allergies
 - 2. Popcorn information will be provided prior to Popcorn Friday starting this month
 - b. Monster Mash
 - i. The district has cleared the fog to be utilized by the DJ during the event
 - c. Butterfly Garden
 - i. Would like PTO to help coordinate a fall clean-up of the butterfly garden
 - 1. School will provide the tools and materials
 - d. Liability
 - i. Just confirming PTO is not at risk if something would arise in the future
 - e. Communication
 - i. Sarah Skretta has discussed with Citizens of Magee and School Leadership Team about PTO happenings, transparency, and looking forward to continuing conversations so everyone on same page
- VI. PTO Committee Reports
 - a. Monster Mash (Tony)-
 - i. Great planning committee with new faces with a lot of insight and great ideas. Event will take place 10/24 5-7pm
 - 1. Community Building Event
 - a. Free event/no admission fee for families
 - 2. Sponsorship
 - a. Bubon \$500

- b. Madison Automotive \$250
 - c. Carini Family Cotton Candy – will kick back anything made after expenses
 - 3. Event Details
 - a. Professional DJ, Plinko, Mr. P's Grilled Cheese, Carini Cotton Candy, Science Table, Photo Display/Booth, Costume Contest (student and parent) and the Book Fair!
 - i. Mr. P's confirmed will take cash, Venmo, apple pay and card. 20 ft. truck hoping to park outside the Depot.
 - ii. Costume Contest will be broken up by grade level and prizes will be Book Fair Dollars for students and for Crumbl Cookies for parents
 - iii. No door contest this year but teachers still welcome to decorate. Wanted to keep event contained and not spread throughout school
 - b. RSVP form and Volunteer Sign up are completed and ready to be sent out.
 - b. Fall Book Fair (Amy)
 - i. Book Fair will run 10/21 – 10/25. Opens at 8:20 am and closes around 3:45pm and will be open during the Monster Mash on 10/24 5-7pm
 - ii. Planning is underway and waiting for the welcome kit to arrive to assemble flyers. Hoping to send home next week with students
 - iii. Volunteer sign up went out this week. Asked to start with only one slot so everyone interested would have a chance to volunteer.
 - iv. Set up starts 10/18 mid-morning and will take several hours
 - v. 10/21 is class preview day where teachers bring students to make their wish list and send home to families
 - vi. Book Fair Bingo- Each class receives a blank bingo card and teachers select titles and fill out. Mrs. Jones will then call out book titles. Class winners receive \$25 toward the Book Fair
 - vii. Teacher wish list – Teachers create a wish list for their classroom. Bins are put out so families can purchase books and place in bins for teachers and classrooms.
 - viii. Mr. Nies also creates a wish list for birthday books. Students get to select a book on their birthday.
 - c. Coins for a Cause (Amy)-
 - i. Andrea Witt will be heading this up and count coins and update leader boards
 - ii. Fall is internal fundraiser and in the spring Student Council selects an organization they would like the money raised to go to.
 - iii. Winning class will get to vote on the prize (pizza party, movie and popcorn, extended recess, etc.)
 - iv. Money raised will go towards updating interactive TV's in remaining classrooms
 - d. Culver's Share Night (Andy)
 - i. Scheduled for 10/29- Flyers will go home Friday
 - ii. Justin will utilize staff to volunteer during this October Share night. PTO will work on volunteers if needed, for future Culver's share night.
 - iii. 10% of sales goes back to Magee PTO
- VII. New Business
 - a. 4th Grade Field Trip Funding Request
 - i. Ms. Thuilliez emailed PTO asking to consider funding or partially funding an upcoming field trip to Camp Whitcomb at the end of October.
 - 1. 4th grade historically has taken many field trips throughout the school year and the cost adds up so looking for possible assistance.

2. PTO will meet in coming weeks to determine how to have staff submit request and how they will be approved or denied
 - a. Discussion regarding how don't want to commit to long term expenses that are unsustainable.
 - b. Stone Creek Coffee (Amy)
 - i. Fundraiser will run 10/18 -11/4 – Kim and Jamie will head this up
 - ii. Information will come home and be posted on social media soon
 - iii. Lisa W has worked to make a special label just for Magee
 - iv. Tony worked through financial information needed
 1. Discussion if square could be utilized during pick up
 - c. Sunshine Committee (Lisa & Kristin)
 - i. Updated what has been done and worked in past years
 - ii. A sign up will be put together to work together to provide a meal for staff during November 4th conferences
 - iii. After the holidays a large sign-up will be sent out to stock the lounge with dry goods and beverages for the remainder of the year
 1. Karli provided some additional insight as what has worked at the MS and offered to help
 - d. Spring VIP Night (Joanna)
 - i. Discussion with Ms. Hanson regarding a spring art show during VIP night
 1. Ms. Hanson was willing to work on this and will reach out if she needs anything
- VIII. Old Business
 - a. Website (Lisa)
 - i. Continue to provide feedback regarding content
 - b. Student Directory (Joanna)
 - i. Work in progress but plans to get done ASAP
 - c. Room Parents (Joanna)
 - i. Each class has at least one parent assigned to the classroom to assist teachers as needed.
- IX. Upcoming PTO Events

a. Popcorn Friday	October 18 th
b. Stone Creek Coffee	October 18 – Nov 4 th
c. Fall Book Fair	October 21-25 th
d. Coins for a Cause	October 21-25 th
e. Monster Mash	October 24 th 5pm – 7pm
f. Culver's Share Night	October 29 th 4pm – 7pm
g. Chick- Fil-A Night	November 20 th 5 – 8pm
- X. Attendee Feedback, Questions, etc.
- XI. Communication
 - a. Magee PTO & Magee Elementary Facebook Page
 - b. PTO News Corner in Magee Weekly Newsletter
- XII. Meeting Adjourned: Thanks for attending