

🐾 WEBSTER PTO MEETING MINUTES 🐾
SEPTEMBER 20TH, 2022
7PM

ATTENDANCE: Alison Caravella, Nick Rudich, Andy Piepkorn, Orrin Gorelick, Samantha Chartrau, Dan Reinert, CJ Plante

CALL TO ORDER: 7:01pm by Nick Rudich

APPROVAL OF JUNE 21, 2022 MINUTES: Motion to approve minutes by CJ , second by Orrin. Approved by all present

PRINCIPAL'S REPORT: Dan Reinert

*A great pre- school year walk through experience, 2 days is a good amount of time. Teachers had 2 extra Professional Development days moved to the front of the school year. Orrin agreed it was a positive experience for his 7th grade student.

*First day of school: good first day, encouraging students to use and/or wear their ID and use it for school lunch program, library, Paw Time sign outs, etc. All aimed to help keep track of kids in the school better. Pictures are taken the first day as they are needed for IDs immediately.

*New staff: 6 new members. Sunshine committee: Melanie Plante agrees to run this committee again this year. Will need to find someone to shadow this role to assume next year. Also need to define Sunshine Committee vs Hospitality responsibilities, which is run by Kelly Schneiss. Nick will reach out to Melanie to discuss this and define the roles.

*Camp Minikani: Happening end of month, Sept 29-30th. PTO used to fund this item at \$2500, but changed it to financial hardship cases and parents otherwise fund it for their student. Approx 4 families reached out for hardship funds for Camp

Minikani this year. PTO will cut a check to Webster to keep info anonymous.

PRESIDENT'S REPORT: Nick Rudich

*Calendar review: dates are all set. Need to get dates from the district for Staff Appreciation week.

*Volunteer lists: no one has stepped up to run Red Ribbon Week (RRW). Need parents (and a list of parents) that are available during the day to volunteer. Nick will work on getting a committee chair for RRW this next week.

*Teacher grants: Semester 1: form submissions by Nov 11, review on Nov 15th by board; 2nd semester: Feb 11 to submit, and Feb 14th to review. Orrin will come in and talk to staff to go over the grant process and deadlines. PTO was waiting for invoices from bussing from band grant submission last year, but the fiscal year ended on July 1. Discussion surrounding the likelihood that Webster paid for this invoice because it was submitted late by the vendor. As a result, PTO funding is now moot and those funds that were earmarked for the band bussing grants will carry over to this year's budget.

*Career Day has been moved to November instead of May, happening Nov 29th this year. Counselor Samantha Mewes is working on this event. PTO day of support is needed; financial ask is for: lunch for presenters and room volunteers, lunch set up, thank you bags for presenters, bottles of water for presenters. Expectation is for 50 people. Last year JA provided lunch, this year Webster is asking JA to provide the funds previously spent on the lunch and then ask PTO to provide additional funds for a better lunch option. Board discussion in June was that gift bags/cards to speakers may not be necessary. Budget discussions are needed for this line item. Appeal to PTO members to come and present. Asking for three 25 min presentations per volunteer. PTO will promote this event but we

do not want to be solely responsible for finding presenters going forward.

COMMITTEE UPDATES:

- *MSO: Orrin will chair this and get the volunteers.
- *Turkey trot: Nick will Chair. Orrin will try to get Kemp's milk donated again and Nick will get donut holes. Food drive for Family Sharing. Orrin will be the turkey again.
- *8th grade Farewell: Alison, Nick, and Sarah E co-chairs
- *March Madness: all board members. We will discuss it as the date gets closer.

TREASURER'S REPORT: *Andy Piepkorn and CJ Plante*

- *Last year income was \$19046, spent \$17889. The goal is to end each year with approx \$4000 left in account. PTO has had a hard time spending enough money in recent years. PBIS and RISE were combined into one line item, and we will use 8th grade yard sign sales as a small fundraiser this year, hoping to get around \$450 from this. March Madness expenses will need to be doubled to \$3000 for this year. Money from teacher grants not spent last year are rolled into this year's budget. Teacher appreciation budget is a net zero, as usually there is a specific fundraising ask for this event. If fundraising is not needed, then this line item will be amended. Amend Career Day budget to \$750 and Samantha Mewes can decide how to spend it. Andy has signing authority at the bank now, obtained over the summer.
- *Fundraising and membership and fees to date: Andy will update next meeting.

*Reimbursement forms: for PTO board and volunteer expenditure use, found in the PTO drive. Get back to the use and submission of this form for PTO purchases.

*Financial Hardship Line items: addressed earlier regarding Camp Minikani.

COMMUNICATIONS: Samantha Chartrau

*Nick drafting the Non Fundraising Fundraiser letter. Will be sent out separately from Webster Friday email blast. Comm Director Samantha Chartrau will proofread and work with Nick to get the fundraiser ask out to parents. Nick is currently tracking the PTO website to evaluate user traffic. Website domain cost the PTO \$400 for 2 years. We will look into templates for a monthly/quarterly PTO newsletter, to possibly begin in January. Consider replacing the use and maintenance of the PTO website with a newsletter.

OTHER BUSINESS:

*Board vote on Webster Logo backdrop: Nick motions to purchase 1 (one) 8'x14' vinyl backdrop for \$1191.50 from Burghardts Sporting Goods. Seconded by Samantha C, approved by all present. Alison will give Katherine Mudra the information to place the order of the backdrop. PTO board to address purchasing a second backdrop at a future meeting.

*All previous PTO agendas, minutes, budget, etc. are to remain in the PTO Google Drive (or on paper) for 7 years. Alison will work to archive previous years information into larger files to keep the Drive better organized, and keep the current school years PTO information separate and easily accessible.

NEXT MEETING: October 18th, 2022

ADJOURN MEETING: Meeting adjourned at 8:40pm by Nick Rudich.