

Riley PTO Meeting Minutes
April 11, 2023 - APPROVED
6:30 PM - Riley Library

Meeting called to order at 6:30PM

Pledge of Allegiance recited

Attendees – Dana Nickols, Christie Shaffer, Tanna McGee, Hannah Figlewicz, Nicole Martin, Karen Nickols and Molly Bancroft

Previous Meeting Minutes – Reviewed minutes from March 14, 2023 meeting. Christie Shaffer motioned to approve the March 2023 minutes, Dana Nickols 2nd, none opposed.

Financial Report – Reviewed March 2023 financial report. Nicole Martin motioned to approve the March 2023 Financial report. Dana Nickols 2nd, none opposed.

Event Updates:

Run-Raiser – Thursday, May 18th. Packets have been sent home. Donations have started to come in. Currently have raised \$5950 in sponsorship donations. Usually raise between \$8000 and 8500 through sponsorship donations. Christie Shaffer still thinks we will make that goal. Joanne Prince is following up with Lowes on donations. Stephanie Brook should be hearing back about getting a grant in the next few days. Will start putting out Sign Ups for volunteers. Will use totes that are being bought to store Daddy Daughter Dance supplies to hold the water needed for the RunRaiser course. The spread sheet for the donation tracker is set-up. OhMi Organics donated 500 free chocolate coupons to be used for prizes. Biggby Coffee in St. Johns donated a basket. Will give to the teacher whose class has the highest percentage of student participation in getting donations. If there is a tie, it will either be divided up between the teachers or given to the teacher whose class raised the most in donations. Will buy a t-shirt for Mrs. Holder's long-term substitute teacher. Wrap-Up assembly will be May 25th at 3pm. Will have to have prizes drawn for and packages made up to distribute before the assembly due to time constriction. Will set up a date to put packages together. The dunk tank has been reserved.

Staff Appreciation – Flyer has been made. Wednesday, May 3rd. Christie Shaffer e-mailed Crave Shack. Will call this week if she doesn't hear back from them. Last year spent \$450 on food and the rest on gifts. Currently planning to spend about the same, unless Crave Shack donates food.

Bus Driver Appreciation – Wednesday, April 19th. Flyers made and will be sent home in Friday Folders. Will be in mid-April. Gifts from the PTO will be Amazon gift cards. Need a volunteer to hand out the baskets/gifts to the bus drivers, starting at 8:55am on Wednesday, April 19th. Christie Shaffer might be able to do it if no one else can do it.

Ice Cream Social – Friday, June 2nd from 5:30pm to 8pm. Make it into a Family Fun night. Do prepackaged ice cream treats. Hoping to be able to use the new outdoor freezer unit. Looking at getting inflatable. Would use money from the Student Appreciation budget line to cover the cost of an obstacle course, Giant Jenga and Giant Connect 4. Families could also bring in yard games like corn hole. Will be last night to get cards stamped for Mileage club. Will lock the shed after getting out what games/toys we want the kids to use. Will have to see if we will be allowed to let people into the building to use the restroom. Last year no bathrooms were available. Will need volunteer teachers and parents. Will put up a SignUp.

5th Grade Celebration – Teachers have been given their budget. Sports Stop needs information for t-shirts. It will be on Wednesday, June 7th. Want to do Kona Ice again with tickets again this year. Going to ask about letting kids use the playground. 5th grade class group photo will be taken before the end of the school year to send out to parents.

Yearbook – Nicole Martin is working on this. Want to hold a Cover Art contest. Working on a flier to send home after confirming this is ok to do. Will use Google form for messages in the yearbook. Cost is \$5. Looking into which printer to use. Dana will talk to Jen. Also looking into ASAP Printing. The Canva program upgrade is helping make the process of putting the book together easier.

Quick Mentions – Mileage club has started. Dana Nickols created cards in Canva to be used. Cards are color-coded. There is no sponsor this year. Volunteer forms were previously sent home. Elections for new PTO officers will be done using Google form again. Will ask Sheila McCastle to help administer and be the monitor again this year.

Open Discussion – Nothing added

Adjournment – Nicole Martin motioned to adjourn. Christie Shaffer 2nd, none opposed. Meeting adjourned at 7:30pm