

# PTO Meeting

January 11th 2024 - 3:00 pm - Library

## Meeting Minutes

### Principal's Report | Ms Ulery

- New Principal - Day 8 on the job! Trying to learn all the students' names and settling into the new role and learn more about school.

### Fun News

- PTO provided breakfast for 1st day back to school in the new year 2024 and to welcome Mrs. Ulery
- Tomorrow 1/12 - Coffee with Ms. Ulery in the library 7:45-8:15
- Food drive - Backpack program
  - Second week of every month
- Y ties fundraiser
- Valentines treat for staff 2/14

### Financial Report | Erika McCallin, Treasurer

- Funds Collected Since Last Meeting:
  - **Fun Run:** \$200
  - Box tops: \$51.60
  - **Dines Out:** \$593.64 (Bad Daddy's)
  - **Community Donations:** \$100 (Burns & McDonnell Foundation)
- Funds Spent Since Last Meeting:
  - **Staff Appreciation:** \$400.07 (back to school Jan breakfast)
  - **Principal Fund:** \$1271.29 (Staff gifts)
  - **Teacher Spending:** \$487.53
  - **Backpack Program:** \$789.74
  - **Teacher Spending:** \$3,308.28 in checks written

### **We are looking for ideas of how to spend our current funds to improve the school!**

- Assuming we have \$20-30,000 to spend!! Email PTO with ideas. Will have a PTO suggestion box soon on the table outside the office - anything PTO related. Ideas shared:
  - CSC also discussing funding for projects around/outside school
  - Redoing the field, perhaps adding a track
  - Redoing the blacktop - adding large world map, redoing markers, etc.
  - Fixing/replacing the flags/art banners on playground
  - School-wide assemblies - would need subcommittee, teacher help
  - School-wide carnival, may replace the dance idea
- Stacy to create a google form with QR code to share with community

### Committee Reports

- **Spiritwear Sales (Laura Mersmann/ Lisa Hicks)**
  - All current stock will be inventoried in January and made available for sale
  - We will also have a Spring sale sometime before Spring Break
  - Idea: Have a \$1 sale for used items that are donated by families that have grown

- out of items
  - Idea: Yard signs
    - For graduates
    - And all students
    - May give out to kids or sell depending on price
- **Backpack Program (Leslie Best/ Michelle Moreno)**
  - 24 families
  - Site Visit from food bank on 1/29
  - Working on detailed bag per family price budget and manual
  - Still working on grants, but finding many are geared towards low income schools
  - Food drive is currently happening. Food drive will occur the 2nd week of every month, where we are concentrating on a different item in need.
- **Dines Out (Travis Krings)**
  - 2023 Dines Out Results:
    - Birdcall - \$552.81
    - Bad Daddy's Burger Bar - \$593.64
  - Upcoming Dines Out:
    - Sweetgreen - Wednesday, January 17th,
    - Dough Counter - Tuesday, February 13th
    - Birdcall - Tuesday, March 12th
    - April - Open
    - May - Open
  - Open for suggestions in April/ May!
- **Family Directory (Steph Itleman)**
  - 114 users (parent/guardians) ~ up 17 from last month
  - Steph to do a push for new users this month
- **New Website (Stacy Miller)**
  - We do not have our own url (Bradley PTO)
  - Stacy met with a parent that will be refreshing/redesigning the entire look of the site hopefully the beginning of the next school year
- **Back to School / Teacher Appreciation (Lindsey Ockers)**
  - Conference meal for teachers occurred in Oct

## 2024 Planning

- **Read-a-thon**
  - January 12-26th
  - Same company as last year
  - We receive 80% of all funds raised, 50% of that directly back to teachers and classrooms
  - Prizes - participation, reading minutes, donations and top classrooms/top readers/school prizes
  - All parents/guardians need to register their students!
  - D.E.A.R - 12/29 pajama day!
  - Prizes
    - Participation rewards
      - Send 10 texts - snack time
      - Post on facebook - snack time
    - Reading goal rewards
      - 250 minutes - Treasure box item
      - 500 minutes - Extra Recess
    - Donation Goal reward
      - \$30 - Free homework pass

- \$100 - Extra recess
- Grand prize reward
  - Disney trip for 4 - \*Only **one** grand prize drawing in the fall and in the spring for **all participants** Read-A-Thons\*
- Classroom
  - Top 3 students with most reader minutes in the school get \$20 bookstore gift cards
  - Student with most reader minutes per class gets lunch with the teacher
  - Classroom in each grade with most reader minutes wins a pizza party (date TBD)
  - Classroom with most reader minutes in the school wins a pizza party with dessert (date TBD)
  - Classroom with the top fundraising in the school wins the ultimate recess at Eisenhower Park (date TBD)

### Teacher Appreciation

- Teacher Appreciation Week 5/6-5/10 - planning underway!
  - Aida Cruikshank committee chair
  - Theme- surprise?
  - Still looking for volunteers!
    - Contact [cruikshank.aida@gmail.com](mailto:cruikshank.aida@gmail.com) if interested

### 2024 Items

- School Tours January 9th-30th: STILL NEED SOME VOLUNTEERS
- School of Choice opens 1/11 @ 10am
- Kindergarten round up: Jan 24 @ 5:30
- Dance
  - Still TBD based on convos with Ms. Ulery
- Spread the word!
  - Board Positions needing nominations:
    - Treasurer or Co-Treasurer
    - Secretary

### Volunteers needed - Smaller tasks

- Drive to food bank to pick-up food
- Spiritwear support
- Spiritwear swap support
- Teacher appreciation planning

### Open PTO Positions - Recruiting Now!

- Secretary
  - Duties include recording meeting minutes from PTO meetings, writing communications for the Weekly Messenger.
- Treasurer (this could also be a co-treasurer role)
  - Duties include Creating the budget for the upcoming year, writing checks, maintaining a current accounting of funds, annual taxes

Committees that may need a chair or additional committee members:

- Spirit Wear Chair or Committee Member
  - Duties include: ordering spirit wear, sourcing items and designs, conducting

- in-person sales events, distributing orders once they arrive
- School Supplies Chair or Committee Member
  - Duties include: gathering class supply requirements for the upcoming year, sourcing items, placing order and communications with company, distribution to classrooms in August
- Website Chair or Committee Member
  - Duties include: Creating a new website for Bradley PTO, maintaining the website
- Social Media Chair or Committee Member
  - Duties include: Creating social media posts on Facebook and Instagram and having them approved before posting, managing members that would like to join the platforms
- Teacher Appreciation Chair or Committee Member
  - Duties include: Coordinating themed events for teachers several times throughout the year
- Read-A-Thon Chair or Committee Member
  - Duties include: Leading a team of volunteers and coordinating efforts for the Read-a-Thon

### Upcoming Meetings!

- February 8th at 7pm (virtual zoom)
- March 14th at 3pm (library hybrid, childcare provided)
- April 11th at 7pm (virtual Zoom)
- May 9th at 3pm (library hybrid, childcare provided)

### PTO Board Members

- President: Lindsey Ockers
- Vice President: Aida Cruickshank
- Treasurer: Erika McCallin
- Secretary: Laura Mersmann
- Spirit Wear: Lisa Hicks & Laura Mersmann
- Teacher Appreciation: Lindsey Ockers
- Dines Out: Travis Krings
- Backpack Program: Leslie Best & Michelle Moreno
- Website: Stacy Miller
- Directory: Steph Itelman
- Social Media: Lindsey Ockers