

# Big Flats Elementary School

## BFES PTO Meeting Minutes

5 FEB 2019

Big Flats Community Center

Attendance: Alissa Creighton, Christy Harmer, Lauren Heal, Jill Staats, Elizabeth Scaptura, Brandee Terry, Michelle Weldon, Beth Dick, Kate Biddle, Elisabeth Bean, Desiree White, Mary Jo Wallner, Amanda Jamison

1. Call to order 6:01pm
2. Completed Events Report:
  - a. No January events completed, nothing to report on
3. Upcoming Events/Fundraisers/Business Items:
  - a. Valentine's themed Teacher Appreciation today
    - i. Report from Mrs. Scaptura was that it was very well received by the staff.
  - b. Teacher Survey (Christy Harmer)
    - i. Minimal reply back, most likely because teachers already have so much to do, however, a few surveys were returned.
    - ii. Idea to put up health and wellness posters in the Staff lounge by Christy Harmer
    - iii. Teachers agreed that the PTO should be a collaborative group of teachers and parents
      1. We will work to encourage teachers to attend PTO meetings with the understanding that most teacher might not have the available time away from their families.
  - c. St. Patrick's Day Parade – Saturday, March 16, 2pm
    - i. The town truck with Ed Fairbrother and Marge Tremaine will be provided
    - ii. Some students and Mrs. Scaptura walk in front of the truck with a Big Flats Elementary banner, while other students ride in the back of the truck with other parent volunteers.
    - iii. The Town would like to decorate the truck this year. Might see if the students attending after school activities with Marge can decorate the truck.
    - iv. Encourage participation from students and parents (we generally have low numbers...)
  - d. Author Visit (tentative date is for May)
    - i. Two under consideration
      1. Elmira City SD is bringing author Matt Chandler
        - a. author of 35 children's books
      2. Marty Kelley, Mrs. Scaptura is reaching out to other schools in the district to see if they'd like an author visit as well to help split the costs.
        - a. We will likely go with the author Elmira City SD is bringing in due to shared costs.
  - e. Square One Art (Beth Dick)

- i. Working with Mrs. Vence our school art teacher, labels nearly ready
    - f. PTO Meet and Greet
      - i. Informal meet and greet to help parents get to know PTO
      - ii. Do an informal gathering at the Color Run on April 11
      - iii. Possibly plan for something in September 30 minutes prior to the start of the first PTO Meeting.
      - iv. To increase a presence with the parents
        - 1. Appoint a FB chair to post reminders, what our PTO is doing, etc.
        - 2. Improve our communication with parents and online presence
    - g. Nominations for all 2019/2020 Officer positions due by April 22<sup>nd</sup>
      - i. Alissa Creighton is considering stepping down as President for next year so we will be looking for nominations for president. Christy Harmer is considering stepping up.
      - ii. Voting for PTO Officer positions will occur at our May 7<sup>th</sup>, PTO Meeting
    - h. Winter Festival – Saturday, March 2<sup>nd</sup> 1-3pm
      - i. Donations (Tara Spirawk)
      - ii. Volunteer Coordinator (Kate Biddle)
      - iii. Prize bags Coordinator (Brandee Terry and Beth Dick)
        - 1. Summer theme (Beach balls, bubbles, etc.) spent approx. \$150 equally a little less than a \$1/bag
      - iv. Games Coordinator (Tara Spirawk)
      - v. Raffle Ticket Pre-sale at Minier’s starting on Saturday, Feb 9<sup>th</sup> from 9:00-12:00pm.
      - vi. Concerns/Questions:
        - 1. Interact Club (service club) at the HS would like the opportunity to sell stuffed “Horseheads” horses at our Winter Festival
          - a. Horses would be \$15 and the kids could decorate their own horses’ shirt.
          - b. Would that negatively impact our profits?? Do we ask the Interact Club to sell them for \$20 (\$15 to Interact Club and \$5 to BF PTO)? Do we suggest the Interact Club selling at the Color Run instead?
          - c. Vote to suggest selling them at the Color Run in April.
4. Treasurer's Report (Jill Staats and Zuleykha Grover):
  - a. Box Tops is doing better this year than last year, so far.
  - b. Currently at \$11,000 but still have some money to be paid out for outstanding pending bills.
5. Site Based Team Updates (Tara Spirawk):
  - a. Spoke about Spirit Days and flier went out to all students
6. Parent Council (Christy Harmer/Lauren Heal):
  - a. Miscommunication from the district regarding meeting day resulted in both BFE representatives missing the meeting.

7. Other/Questions:

- a. Desiree White asked the PTO to support St. Mary Our Mother's Valentine Drive for the Veterans at Bath VA. All present supported the valentine drive. Mary Jo Wallner and Desiree White both agreed to co-chair the event and will complete this project tomorrow; February 7<sup>th</sup>, 2019 during student lunches so that teacher's need not worry about taking up any instructional time. Mrs. Saptura advised that the volunteers should plan to be at school from 10:30-1:00pm and that cards could not be completed until after students ate their lunch and recycled their lunch items. All agreed.
8. Meeting Adjourned 7:15pm