

Meadow Park Middle School PTO 2019-2020: Meeting Summary

Location: Meadow Park Middle School Library

Date: 3/11/20

Time: 7:00p-8:20p

THIS MEETING TOOK PLACE PRIOR TO BSD'S DECISION ON 3/12/2020 TO CLOSE ALL SCHOOLS UNTIL 4/1/2020. PLEASE VISIT THE MEADOW PARK BSD WEBSITE FOR FUTURE CLOSURE DECISIONS DUE TO COVID-19.

Call to Order

Welcome and Introductions

Review of February 2020 Meeting Minutes

- No changes were suggested. A motion was made to approve the minutes. [The motion was approved.](#)

Principal's Report - Jared Freeman

- 8th grade HS forecasting just wrapped up.
- Fly up 5th graders came to visit MP yesterday.
- Spring band concerts up and coming; visit the Meadow Park BSD website for calendar of concerts.

President's Report - Kimberly Hawk

- **MPPTO By-law Revisions:** The by-law revisions were posted on the MPPTO website for over a month; no public comments were submitted. Motion to pass. [The motion was approved.](#) A final version will be available on the MPPTO website. Future MPPTO Executive Board members can decide to amend as needed. Kim will make sure an edit-enabled copy of the by-laws is available for this purpose.
- **Art Literacy:** The next project is up and coming. This will be the final project out of three. Per usual, the program is still looking for volunteers. Janet K. will be stepping down next school year from the position of Art Literacy coordinator. Mindy P. and Sarah G. will be taking the reins from Janet. Thanks to Mindy and Sarah for taking over the Art Lit coordination during the 2020-2021 school year! Thanks also to Janet K. for all her hard work and dedication!!
- **8th grade party:**
 - Sold popcorn and lots of things yesterday at band concert. About \$400 profit from the band concert night. Jamba Juice cards will be sold at next week's concert at Westview.
 - Future fundraising opportunities:
 - April 20th: Pizza Schmizza (Tanasborne location) AND YoZone (Tanasborne location).
 - Tara will schedule a Menchie's fundraising outing on a Friday in May.
 - Kim will draft a letter to 8th grade families (to be distributed during 8th grade advisory classes or email blasted to 8th grade families) to solicit donations. This will be done around the beginning of April.
 - Thus far about \$2,000 has been raised. Last year the committee raised about \$7,000.
 - Thursday, June 11th is the 8th grade party. The party will begin after lunch (around 12:10p) and end a bit before school lets out.
 - Volunteers who plan to be onsite must sign up on better impact for a background check. It takes about 3 weeks to get approval.
 - The plan is to have onsite volunteers begin to arrive around 10am. Work shifts will likely be in 2 hour blocks of time (10a-12p, 12p-2p, 2p-4p).

- o Think about creating a sign-up genius/GoogleSheet to garner raffle items (donations) and party game items (to borrow...i.e. corn hole). The GoogleSheet created for last year's 8th grade party will be shared with this year's planning team for possible use.
 - o Tie-dye t-shirts:
 - Last year about \$800 was spent on t-shirts.
 - This year the 8th grade party coordinators plan to touch base with Mr. Ashkinos (the 8th grade leadership teacher, who is usually responsible for getting the t-shirts prepped) to discuss the t-shirt situation.
 - o 8th grade party planning team will need to meet again to chat about coordination.
- **Parent-Teacher Conferences**
 - o Everything went really well during the week of Parent Teacher conferences.
 - o Instead of paying for a meal catered by the Olive Garden, the food was donated! Thank you! This means that the PTO has extra money to potentially spend during Staff Appreciation Week in May.
 - o Thanks to all of the Meadow Park families who donated food for the teachers to cover another meal. The theme was "International Food", which the teachers really enjoyed.
- **Staff Appreciation Week:**
 - o 5/4: PTO provides breakfast to staff (donation from Einstein Bros Bagels + coffee??)
 - o 5/5: TBD by school administration
 - o 5/6: PTO provides lunch to staff (possible family donations again or catered, or part donations/part catered)
 - o 5/7: TBD by school administration
 - o 5/8: PTO provides some sort of treat (root beer floats/coffee bar)
- The staff break room is in need of a re-fresh. Chairs are eighteen years old and ripped and stained. Kim will donate her refrigerator. Paint donations have already been solicited. New furniture (tables, chairs, folding tables, etc will be sought). If anyone is interested in helping with the décor upgrade contact Kim Hawk at meadowpark.president@gmail.com. Painting of one wall in the break room is planned for this weekend.

Treasurer's Report - Kimberly Hawk for Barb Grosnickle

- There is about \$194 remaining from the "Request for Funds Expenses" budget line item. The PTO is willing to exceed the budget line item of \$10,000 and \$1000 is available in Mr. Freeman's "Planner Expense" fund that he does not need to use this year.
- Unclear what the "Cafeteria Fund" has been used for in the past. Are some of these funds used for field trips? Check with past president Leslie and past PTO meeting summaries. Potential use of these funds to purchase furniture for the staff break room in the amount of about \$900 (the fund balance currently stands at \$1,585).
- **Request for Funds (RFFs)**
- The PTO received a total of 1 RFF to be considered:
 1. Andrew Thompson (**APPROVED**):
 - a. Class set of over-the-ear headphones to be used by about 120 students. 40 headphones at \$9.99 each.
 - b. TOTAL = \$399.60

GRAND TOTAL APPROVED = \$399.60

Open Forum - No items

Adjournment

Meeting attendees:

1. Jared Freeman: MP Principal
2. Kimberly Hawk: President
3. Erum Faisal: Vice President
4. Jenna Kivanc: Secretary
5. Jennifer Miksovsky
6. Carmen Zayas
7. Jothi Diwakar
8. Jamie Haley
9. Janet Kindred

***Next PTO Meeting:
Wednesday, April 8th 2020
7-8p Meadow Park Middle School Library***