

Meadow Park Middle School PTO: Meeting Summary

Location: Meadow Park Middle School Library

Date: 5/9/18

Time: 6:30pm-8p (Budget talk held between 6:30p and 7p)

Approximate number in attendance: 6

Meadow Park Middle School Principal: Jared

Meadow Park Middle School PTO Co-Presidents: Leslie S. and Jennifer Y. (absent)

Principal's Report - Jared Freeman

- Working to create a master schedule for the next school year.
- 8th grade recognition assembly will happen the morning of June 19th (the last day of school). Likely around 9:45am. Parents are welcome to attend.
- Back-to-school night has been scheduled for **Thursday, September 13th, 2018**

Treasurer's Report – Tara Fuller

- Almost all RFFs have been paid out. The largest RFF (about \$3K) for speaker system has yet to be paid out as Jared is waiting on district approval.
- PTO payment for the staff appreciation catered lunch (thank you Bethany Athletic Club Bistro...and Cassie!) in the amount of \$300 is in process.
- 8th Grade party t-shirts have been paid for.
- Motion made to pay \$545 for 25 ELD (English Language Development) students to attend a field trip to zoo. **MOTION APPROVED.** Tara will contact Carol to tell her this expenditure has been approved. Carol will use the monies in the "Cafeteria fund" to pay for transport.

Budget 2018-2019 – Tara Fuller

- Created a PTO Budget for the next school year (2018-2019). Creation of budget was based upon the review of the current budget. The following changes were made to the current budget that will be in effect the next school year:
 - \$5,000 line item for "Principal media cart" will be removed since we are in year 3 of 3 for funding this project.
 - "PBIS Program" line item will increase from \$1,000 to \$2,000.
 - "Planner Expense" line item will decrease from \$2,200 to \$1,000. In the past MP has needed to purchase 1,100 planners, next year it is projected only about 200 will need to be purchased. Teachers and students are now relying more heavily on computer-based calendars and the need for paper planners has decreased.
 - "Request for Funds Expenses" line item will increase from \$5,765 to \$7,765.
 - The "Field trip buses (\$1,100/grade)" line item will be separated out into three new line items. Outdoor school transportation is covered now by the State funded Outdoor School initiative. This is the 6th grade's only field trip of the year. The 7th and 8th grades also take a field trip a year; the PTO will pay for transportation for these trips. The summa classes raise their own transportation funds for their field trips which is not covered by the PTO. The new line items are as follows:
 - "7th grade field trip buses" \$1,100
 - "8th grade field trip buses" \$1,100
 - "Miscellaneous field trip buses" \$1,100
- Motion to accept final budget in the amount of \$18,500 with aforementioned changes. **MOTION APPROVED.**

Jog-a-thon 2018 – Tara Fuller

- Fundraising goal for 2018 is 20K.
 - Last year 30% of all MP students were involved in the fund raising effort (in the form of donations). Next year we would like to set a goal of 40% fund raising participation rate. With the goal of raising this

rate, building student and staff awareness and enthusiasm for this event following ideas were tossed discussed:

- Continue to provide a reward to one class per grade who raises the most funds.
 - Next year add a reward to the class with the highest participation rate (per grade??)
 - Message to students needs to include the idea that no amount is insignificant. Encourage students to recycle as a way to bring in funds to the PTO.
 - Stronger messaging around what the fundraised dollars actually is used for. Tangible examples of what these dollars bought.
 - Think about rewarding students with gotcha slips.
 - Think about how to provide incentives to teachers for increases participation
 - Better marketing of the event...which will include info dissemination at back to school night, student leadership involvement, flyers, emails, facebook posts, lunch time reminders (assuming sound system is in place).
 - Student leadership might also be a good place to start formulating reward ideas if fundraising goal is met. If leadership can come up with a Jared-approved list of rewards the entire student body could potentially complete a quick Google Form (or SurveyMonkey) to vote on the options. Students could pull out their chromebooks to vote (maybe during their Advisory class).
- **Friday, October 5th 2018** is the official date for next year's jog-a-thon.

8th Grade Party-Jennifer

- Winter Hawk items have been donated.
- On target for fundraising.
- Popcorn Fridays will continue both during choir and band concerts and a few Fridays in school.

Play-a-thon-Cassie

- \$13,500 was raised. This amount is before the corporate matching dollars have been collected.

Other Business

- **Next year's PTO board is as follows:**
 - President: Leslie S.
 - Co-Treasurer: Kim H.
 - Co-Treasurer: Rich W.
 - Secretary: Jenna K.
 - Vice President: Shree S.

Next PTO Meeting: Wednesday, June 13th, 2018 (???????)