

## **JHS PTO Meeting September 5, 2019**

**Members Present:** Suzanne Ritchie, Tracy Walker, Tracy Mertes, Marcy Simons, Staci Randall, Andrea Gallimore, Essie Mally, Principal Woods

Meeting called to order by President Suzanne Ritchie at 7:00 pm

### **Welcome – President**

- Second year of PTO to be in existence
- Introductions

### **Update on JHS – Principal Woods**

- Enrollment is as big as it's been
- Sophomore class close to 600
- Junior class over 600 students
- Senior class around 570 students
- Same number of teachers as last year
- 543 graduates last year, which is a record
- 9<sup>th</sup> grade class coming in is around 600 students
- Thank you to the PTO for the staff cookout; it was a big success
- It's been a good start to the year
- Homecoming is two weeks from this Friday with a lot of activities (parade, powderpuff football)
- Teachers have commented it's a good start to the year
- A few fender benders in the parking lot already
- The middle of the day is when there are speed issues
- The traffic engineer from Snyder and Associates have come out to take a look – they come out once a year to look at how to improve safety in the parking lot; will do a study and drone footage; they have previously done this in Waukeg; 15-20 minutes for the parking lot to empty the lot with approximately 1200 cars
- In the morning there is a monitor directing traffic
- Question about parent traffic – you can drive around or you can park somewhere in the neighborhood; don't block the roundabouts and don't block the bus routes

### **Secretary Report – Minutes from May 2, 2019 meeting**

- May minutes reviewed
- Motion to approve May minutes by Tracy Walker
- Second by Staci Randall
- Motion carried

### **Treasurer Report**

- Tracy reviewed the treasurer's report
- Motion to approve the Treasurer's report by Andrea
- Second by Tracy Mertes
- Motion carried
- Reviewed 2019-2020 budget

- Is there a specific allocation for mailbox treats, conference meals, and staff appreciation?
  - Not specifically, but added in \$50/month for mailbox treats and a little bit extra
  - Typically it's about \$350 for a staff appreciation meal
- Motion to approve the 2019-2020 budget by Essie
- Second by Staci
- Motion carried
- Reviewed August Treasurer's report
- Motion to approve the August Treasurer's report by Staci
- Second by Essie
- Motion carried

### **Old Business/ Committee Reports**

- Friends of JHS update
  - Cash is easy for people and a lot of companies give matching funds
  - We have registered for all of the companies we are aware of where companies can choose JHS PTO
  - 100% of the money goes to the school
  - Can donate by check, PayPal or payroll
- Amazon Smile
  - Can designate JHS PTO as your charity
  - They give .05% of the cost back to the school
  - The school also has a wish list on Amazon Smile
  - The list is on the Facebook page
- Staff Appreciation Report
  - August Luncheon – PTO bought meat and buns; staff grilled and provided the sides
  - Appreciation Week – daily treats
  - End of School Breakfast – used the Principal Discretionary Fund to provide breakfast pizza
  - Mailbox treats – August candy bar “It’s a treat to have you back at school! Have a great year!”; goes into the mailbox on a random day; September treat is bag with Rolos and Hershey kiss “Let’s roll over the competition! Happy Homecoming Week”
  - Conference Meals/Treat Table – Fall and Spring conferences; during the conferences, treat table with drinks, snacks on a trolley; teachers enjoy this because they don’t have to leave their tables when talking with parents
  - This year the JHS PTO will partner with The Social Committee to provide a birthday pen to the teachers (embossed by Broken Arrow), along with a card; cost is approximately \$0.41 each committee per pen
- School Supply Donations – Liz Sullivan (secretary) has received the donations from parents and students and she puts them into a locked cabinet; hand sanitizer and Expo markers (all colors) are going quickly; always need Kleenex; will continue to put out the need for these items; Liz has received two Amazon deliveries for the PTO with supplies
- Teacher Grants – timeline
  - Sending out form Oct. 4 with a due date of Oct. 18
  - The PTO’s motto for grants is “Many Kids, Many Years”
  - A lot of the requests are for academic classrooms where there isn’t an active booster club that already provides funds

- PTO will review submissions with Principal Woods and Liz
  - Sometimes the PTO can connect teachers who request grants with other resources to have their request fulfilled
  - Will vote on the grants at the November PTO meeting
- Apparel Sales – one ended before school started and the second is ending Sept. 9 at 6 pm; third sale around conferences in November and fourth in February; coordinate with elementary schools; JHS will get a check from the sales; question – if you don't put in where to designate the purchase in the discount code, where does it get designated?
- PTO Website: JohnstonHSPTO.com
  - It's up to date
  - April Minutes are in
  - Updated officers
  - Donate button
- Social Media
  - Facebook – tied into the school calendar; meet the officers (photo with write up)
  - Twitter – don't really tweet a lot and we're still working on this

### **New Business**

- Discussed staff at the Y Home are full-time Johnston teachers and associates
  - Middle school students and the rest are high school students
  - 5 teachers and 4 associates
    - Joy Wiebers is the Principal
  - Essie volunteered to be a courier to the Y Home to provide applicable items to the staff
    - Birthday treats
    - Cookies
    - Staff Appreciation Week
- 2019-2020 Calendar
  - Meetings first Thursday of the month except for March
  - Rollout Grant applications in October and review them
  - Vote on Grants in November
  - Conferences in November
  - Cookie Walk in December
  - Conferences in February
  - Staff Appreciation in May
  - Officer elections in May
- Volunteer Sign up – online
  - 2 volunteer sign ups so far
  - Recommended to do a separate email with volunteer info only
- Andrea will begin working on conference meals

### **Adjournment**

- Motion to adjourn by Staci
- Second by Essie
- Motion carried. Meeting adjourned at 8:07 pm

*Respectfully submitted by Tracy Mertes, Secretary*