

# Harry Dewey

## Fundamental Elementary

### PFO Meeting Minutes

Meeting Date: July 25, 2024

#### Attendees:

- Sabrina Parsley, School Principal
- Claire Thompson, President
- Stefanie Vrapi, Vice President
- Chrissy Martinez, Secretary
- Brian Spiker, Treasurer
- Bre Sullivan, Ways and Means
- Crystal Ruiz, Room Rep Coordinator
- Alejandra Kisturic, Room Rep Coordinator
- Brittany Souza, Merchandise Coordinator
- Stephanie Easton, Communications Chair
- Danielle Baute, Membership Chair
- Sadie Calderon, Hospitality Chair
- Melissa Keil, Volunteer Chair
- Danielle Bowen, Volunteer Chair

**Meeting called to order at:** 6:00 pm

**Prior meeting minutes** – 05/15/24 meeting minutes reviewed (minutes recorded by Stefanie Vrappi, 2023/24 Secretary)

\*\*Claire, sent meeting minutes prior to meeting. Meeting notes were not reviewed during the meeting.

**Treasury Report:** Brian Spiker, Treasurer

Account balances reported from statement dates 05/01/24 to 06/31/24

Checking Account

Beginning Balance: \$29,546.80

Total Deposits: \$403.95 (Wix.com payment - crab feed tickets and Crumbl fundraiser)

Total Checks Paid: \$3,082.34 (table locks, classroom funds, buzzball reimbursement, 6<sup>th</sup> grade at Glen Oaks, teacher appreciation reimbursement, kinder field trip)

Other Withdrawals: \$0

Ending Balance: \$26,868.41

Savings Account

Beginning Balance: \$32,446.20

Deposits and Additions: \$5,241.24

Withdrawals if any: \$0

Ending Balance: \$ 37,587.44

1<sup>st</sup> Motion to approve: Bri Sullivan

2<sup>nd</sup> Motion to approve: Stephanie Easton

Treasury report approved

**Scrip Treasury Report** – Lilia Nardozi, Scrip Treasurer

\*\*Information unavailable as Scrip Treasurer, Lillia was unable to attend the meeting

**Principal Comments:** Sabrina Parsley, School Principal

Scrip:

- Concerns mentioned regarding Scrip and if we will continue using beyond the 2024/25 school year.
- Concerns:
  - Work associated with it
  - Functionality
  - Mainly used by teachers

- Time associated with it
- Conclusion:
  - Will continue to use for the 2024/25 school year but may be phasing it out for a potential better option.

#### Bottle Filler Update:

- We are first on the list for installation and orders have been completed.
- Installation expected this fall.

#### Back to School Picnic:

- Family orientation with a tour for new families

#### Class Announcements:

- Mailed and should have been received by families over the weekend prior to school starting.

#### Assembly Ideas:

- Planning for three assemblies this year
- B Theater is one option
- Potential to develop a list of additional assembly ideas

#### Possibly Assembly Ideas:

- B Street Theater
- List of assembly opportunities?
- Hoping for three per year (1 big one per semester)

#### New Staff:

- Five new staff members, all with several years of experience
- Adding a TK class (Room 4)
- New teachers will need help setting up room reps.

#### Current Staff:

- Mrs. Robbins returning in September
- Mrs. Kikman, working half the year. Teacher for the remainder of the year has not been identified.

#### Staff Openings:

- Will be posting for an instructional position.

#### Last year of having additional extending learning monies opportunity:

- \$10,000 less than last year
- Budget is \$3,500
- Potential Opportunities:

- Support assemblies
- Cutting in different areas

### **Ways & Means – Bri Sullivan**

Bri discussed some fundraising options that she is exploring:

- **Movie Night at a Theater:**
  - After daylight savings
  - Prescreen new movies
  - Community building, unique event Fundraiser potential– during one of our breaks, could pre-sell the tickets (potential to rent a movie theater)
  - Possibly in fall – two events in October
- **Skating Events at Roller King:**
  - Test the waters for Sept 12<sup>th</sup>
  - 6 pm – 8 pm on Thursdays
  - \$1 for admission and \$1 for skate rental
  - We can pick a theme (Tiger Days)
- **Applebees:**
  - PFO would serve food
  - Restaurant provides pancakes, syrup, OJ, and coffee
  - \$6 per head (can charge \$10 and get back \$4)
  - Potential pajama theme
  - Good to do during rainy/cold season

### **Teacher Requests – Provided by Sabrina**

Requests for new T-Shirts:

- Dewey Crew T-Shirts discussed
- Bri Sullivan working to make the shirts internally to save associated costs.
- Potential for a new logo.

Teacher Stipend:

- In the past, this has been provided annually.

- Would like to provide them with \$100 in Scrip funds to use.
- Line item not previously included in PFO funds, possibly used field trip dollars
- Conclusion:
  - Will need to determine if we have enough in the Scrip account to provide this again.
  - Agreed to follow up with the teachers in the upcoming weeks.

## **Committee and Activity Reports**

### **“EVENT” Update – Committee**

\*\*Several fundraiser and event ideas presented:

Calendar and Upcoming Events:

- August 8, 2024: Back to School Picnic
- August 15, 2024: First day of school breakfast (9 am – 9:30 am)
- August 22, 2024: Back to School Night
- September 4, 2024: Chipotle
- September 9, 2024: First PFO meeting of the school year (6 pm – 7:30 pm)
- September 12, 2024: Skate night (6 pm – 8 pm)
- October 11, 2024: Fall Festival
- October 14, 2024: PFO Meeting (6 pm – 7:30 pm)
- November 8, 2024: Movie night at 5 pm start movie at 5:30 pm
- November 12, 2024: PFO meeting
- December 13, 2024: Santa’s Night
- December 16, 2024: PFO Meeting

Any requests for spending - No specific spending requests made.

### **New Business:**

PFO Flyer:

- Completed last year
- Claire will send to Stephanie Easton to update:
  - Board members
  - Welcome letter
- Would be nice to have in the office to provide to new families

## Fundraising Ideas:

- Birthday announcements (\$5 per student, announced each day), \$7 for a picture with Ms. Parsley (or something similar)
- Fall garden (starter kits, kids plant seeds and plant sale)
- Class car washes
- Talent Show (cost to get in, plus food and snacks)
- Fro-yo Friday
- Grams:
  - Did not happen last year
  - Can we discuss early on for what the older grades are doing so that we know what is left for PFO to do.
- Fifth and Sixth Grade:
  - Fundraisers for expensive field trips
- Fall Fest:
  - Face painting
  - Potential for caramel and apples
- Movie Night at the school with movie projection:
  - Make a small bucket with candy, blanket, etc. (possibly for the 5<sup>th</sup> and 6<sup>th</sup> grade proceeds)
  - Maybe sell hoodies, enticed by colder weather
- Sneakers:
  - Bring gently used and send them to recycle place
  - Money back if in good condition
    - Can be specific when we request the sneakers
  - Shoes donated to children in need

Meeting called to order at: 8:00 pm