

Prairie View PTO Board Meeting Minutes for October 15, 2018

Susie Insley called the meeting to order at 9:01 a.m.

I. President's Report (Susie Insley)

- A. Katie Ossowski will be the new chair for Spirit Wear. Cassandra will ask the Board Office to make the change to the website. New merchandise selections might be available in time for Christmas Orders. Last year the quality of some the shirts were not good. There were six items that we need to get credited or an exchange on. We will use the same vendor for the Christmas order and see how it goes.
- B. School Kits had a profit of \$1,136.54. Orders were all online. We have already signed with the same company for next year, and because of the earlier signing, we will receive an 11% discount. Susie will check with Brandi to see if she would like to handle for one more year.
- C. The first book fair is all set for volunteers.
- D. The All School Book Read was approved.
- E. We are moving forward with the tie-dyed 8th Grade t-shirts. The company will be bring sample sizes in advance. The front of the shirt will have simple wording; no names will be on the back. Plan for the eighth graders to do the shirts on December 21st.
- F. All items on the "teacher wish lists" were approved.
- G. Dr. Maurer and Mrs. Pfeiffer will talk to Mr. May about considering doing pins and/or some sort of awards at the end of the season. The school does have some letters that we might be able to use.
- H. The scrapbooking event is scheduled for February 8-9, 2019.
- I. Three winter fundraisers were discussed:
 - a. Schwan's Catering. This is similar to Market Day. However, all orders are shipped directly to parents' homes, so there is no pick-up day. Everything is ordered online. Once we set up an account, we can use their flyers. Yvette McGrath will coordinate this fundraiser. Once we get a flyer, it will go home with the kids. It can be on-going (no cut-off date).
 - b. Little Caesar's Pizza Kits. We will send flyers/information home before winter break (tentatively scheduled for December 17). Due back January 11th. Families will have the kits in time for the Superbowl, which is on February 3. Katie will contact Yvette will details.
 - c. Bakers Square. Susie will talk to Jaime to find out the timing of starting this. Families buy a "pie card". They then exchange the pie card for a pie.
- J. We received one more order on the Marcus Fundraiser. Three total orders with a profit if \$54.60.

II. Secretary's Report (Cassandra Staudacher)

- A. September 2018 meeting minutes approved.

III. Treasurer's Report (Susie and Laura reporting on behalf of Katie)

- A. Laura and Katie met with Chase to find out how we can deposit multiple checks without incurring fees. We can only deposit in increments of 30 without incurring a charge. We can use the ATM to deposit as many as we like. We still like the ease of using Chase over First Midwest Bank. We just need to adjust to the deposit issue. The First Midwest Bank Account is closed.
- B. Katie is working on the tax exempt status.
- C. We are prepping for taxes. No issues to report.

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- IV. Principal's Report (Dr. Maurer)
- A. For this year's All School Book Read, the staff will read aloud to the students. The portion of the money that we are saving due to buying less books will be used for an author visit.
 - B. In order to expedite student's getting their pizza on Pizza Day, we will utilize a slip system. This was the process in previous years, and worked well. Dr. Maurer's staff will make the slips, and they will be handed out to students in advance.
- V. Committee Reports
- A. Parent Walk Through (Jen Thomas): No update.
 - B. Bakers Square (Jaime Mihalovich): Susie will check with Jaime on status.
 - C. Book Fair (Tracie Zaghloul): Volunteers set for first book fair.
 - D. Box Tops (Shannon Wilkens): No update
 - E. Facebook (Tracie Zaghloul): No update.
 - F. Honors Breakfast (Susie Insley and Kelly Kammerzell): No update
 - G. Hot Dog Lunch (Jennifer Thomas and Kelly Kammerzell): No update.
 - H. Hot Lunch (Jaime Mihalovich): No update.
 - I. Hot Lunch Online (Susie Insley and Laura Watzke): No update.
 - J. Hot Lunch Spring Break (Jaime Mihalovich): No update.
 - K. Ice Cream (Jennifer Drucker and Jennifer Thomas): No update.
 - L. Little Caesars (Katie Ossowski): No update
 - M. Locks/Locker Shelves (Tracie Zaghloul): No update.
 - N. Marcus Theater Tickets (Shannon Wilkens): Three orders. Profit was \$54.60
 - O. Pizza Lunch (Staci DeKerf): Dr. Maurer reported that paper slips will be utilized with the hope that students receive their lunch faster.
 - P. School Supply Kits (Brandi Parke): No update.
 - Q. Scrapbooking (Jennifer Drucker and Jennifer Thomas): This event is scheduled for February 8-9, 2019.
 - R. Spirit Wear (Katie Ossowski): Katie is the new committee chair. We are looking into placing an order in time for Christmas
 - S. Teacher Appreciation: (Tracie Zaghloul): No update.
 - T. 8th Grade Event (Tracie Zaghloul): No update

The regular meeting was adjourned at 10:10 a.m.

In attendance were: Susie Insley, Laura Watzke, Cassandra Staudacher, Yvette McGrath, Dr. Maurer, Mrs. Baskovich, Mrs. Pfeiffer.

Next Meeting: Monday, November 12th at 9:00 a.m.