

Howe PTC Meeting Minutes October 6, 2016

Attendance: Tina Miller, Andrea Wagner, Greg Jerabek, Chee Thor, Jean Robinson, Toni Culhane, Becky Stultz, Sherry Marzofka, Shannon Irwin, Jenny Riggerbach, Sunny Wilson, Melanie Pierchalski, Panyia Yang, Ka Bao Vang, Sherry Kopchik.

Call to order at 6pm.

Officer's Reports:

President Report: None

Secretary's Report: None

Treasurer's Report:

- Current Budget Balance: \$12,721.38

Spending plan:

- Goal - carry \$4000 annually
- Field trip funds - \$1925 (385 students at \$5 a student)
- \$2500 for school/staff t-shirts
- \$250 for each new teacher or teacher who switches grade levels
- \$1200 for requests from staff
- \$1000 for monthly family nights (we decided on 5 at \$200 each)
- \$300 for games/prizes for carnival
- \$250 for teacher appreciation if we don't purchase their t-shirts
- \$125 for teacher appreciation dinner
- \$250 for safety patrol at end of the year

These requests for funds should be applied for annually so the committee can reevaluate and adjust funds accordingly. Chee Thor asked if we would consider expanding the carry over amount and this idea will be revisited at a future meeting when we have a better idea of how spending and fundraising is going, perhaps in the spring.

A motion to approve the current budget as outlined above was made and approval was passed for the 2016/2017 school year.

Committee Reports: None

Principle's Report: As of Friday the student count for Howe is at 340. Good start to the school year!

Teacher Requests:

Two requests for funds were made by teachers. One was for math games in the amount of \$60 and a second for plastic tubs to help organize classroom libraries for \$303.28. A motion was made by Greg Jerabek to approve both amounts. Both requests passed in a majority vote for the full amounts.

A motion by Greg Jerabek was passed to send a memo to the teachers to invite them to submit receipts for personal money they spend to meet classroom needs to the PTC for reimbursement. He will create said memo and attach a new link to the request form google document and send it to Mrs. Miller to distribute to the teachers. Submission is not a guarantee of reimbursement; each request will subject to

approval by majority vote. Submission of receipts would help PTC to better assess teacher needs and possibly adjust budget for teacher requests if needed.

Old Business:

Fall Family Night:

- Date was set to have a Fall Family Night on October 25, 2016 from 6pm-7:30pm. Jenny Riggerbach will create a post on the Howe Facebook page to promote the event. Committee chair for this event is Becky Stultz and sub-committee members include Andrea Wagner, Sherry Kopchik and Shannon Irwin.

New Business:

Fundraisers:

- School Store fundraiser is to begin this week. Mrs. Miller has the packets to be distributed tomorrow and she gave a recap of the fundraiser details. Jenny Riggerbach will post detailed information about how it works on the Howe Facebook page.
- It was decided by majority vote to go forward with two other fundraisers. The Rubi Reds fundraiser will be held this fall yet and Rock the Walk to be held in the spring. Jean Robinson offered to partner a Fuel Up program activity with the Rock the Walk fundraiser. The Art to Remember fundraiser which was approved at the last meeting will also go forward in the spring.
- Sunny Wilson volunteered to be in charge of box tops.

Schedule of Events:

Five PTC Family Night events were approved for the year with a \$200 budget for each by majority vote. The schedule of approved PTC events for the 2016/2017 school year are as follows:

- **October 25** - Fall Family Night
- **December** - (First week)– Family gift craft (to take place during the school day this week, Shannon Irwin volunteered to chair this event and coordinate a schedule with school staff).
- **December 15**- Family Night – possibly cookies/cocoa theme.
- **February** – Family Night - Event date and theme to be decided at a later time.
- **February 21** - Swim night at Lincoln High school (Sherry Marzofka will contact Marlene Holtz to gather volunteer regulations and report back to the Volunteer Coordinator Shannon Irwin).
- **March** - Family Night- Event date and theme to be decided at a later time.
- **April** – Carnival - Jenny Riggerbach is interested in chairing this event and will share information on her ideas at a future meeting.
- **May** - Family Night – Event date and theme to be decided at a later time.

Announcements:

- Next PTC Meeting will be held on November 3rd at 6pm.
- Kid's Clubhouse will be doing a brief presentation during this meeting.
- Any items to be included in the Howe PTC Newsletter or on upcoming PTC meeting agendas should be emailed to Becky Stultz becky.stultz@charter.net.

Meeting adjourned at 7:35pm.