

Howe PTC Meeting Minutes January 5, 2017

Attendance: Tina Miller, Andrea Wagner, Jean Robinson, Becky Stultz, Shannon Irwin, Jenny Riggerbach, Val Tonn, Sherry Marzofka, Jaime Graper, Sunny Wilson and Sherry Kopchik.

Call to order at 6:05 pm.

Officer's Reports:

President Report: None

Secretary's Report: Minutes from December 1 meeting read and approved, mail distributed. It was decided that Tina Miller will email the minutes to staff members after they have been approved by the executive committee.

Treasurer's Report:

- Expenditures for December included approved teacher requests, an ice cream party given to the class with the highest sales for the Rubi Reds fundraiser, December Family Night supplies and a check to Scholastic Book Fair.
- Proceeds included the voting day fundraiser, December Family Night family gift charge (broke even between costs and income for the event), and a donation from First English Lutheran Church (paid for cookies for family night).

Committee Reports:

School Carnival:

- Jenny Riggerbach reported that she will be holding the first meeting for school carnival planning next week Wednesday. 19 students have signed up to participate, she expects about 25 students total to be involved.
- She has a plan to take inventory of the current PTC carnival supplies and she has set up speakers Scott Kellog and Angela Vang to talk to the kids about the history of carnivals.
- Parent Amy Pond has volunteered to help with graphic designs for posters to advertise the event.
- The budget for carnival was briefly discussed, Jenny will gather figures for anticipated expenses and report back to the committee to approve a budget amount for the event.
- She would like to upgrade some of the games and will explore the option of sharing carnival games between other district elementary schools. Tina Miller will forward contacts to Jenny. Becky Stultz will also email information from past carnivals to Jenny.

Principle's Report:

- First English Church has 8 district-cleared volunteers that will be coming to the school Tuesday and Thursday mornings to have breakfast and do a reading with 6 students in need of mentorship. They will meet the kids in the cafeteria for breakfast and escort them to an upstairs classroom to eat and read. The partnership is entitled "Second Story Friends". It will begin next Tuesday.
- "Principal for the Day" prize for the Rubi Reds fundraiser was held last month and went very well.
- "Cool Tools" took place when the kids came back from break. This is a review of school rules and procedures for the students. Sledding safety and practice were included in the review for the

school sledding hill. Grades 1-6 will have an opportunity to use the hill on different days of the week based on the condition of the hill.

- Tina will be attending an ALLIS school safety training meeting for 2 days next week in Pulaski, WI. She briefed us about some of the safety protocols taught at this training, such as Code Yellow and Code Red procedures.

Teacher Requests:

- A request was made by the music teacher for transportation to take 4th grade students to a concert in Stevens Point. After a brief discussion, a motion was passed to approve the request.
- Becky Stultz will create a google document based on the standard form for teacher requests and forward it to Tina Miller to email out to staff. Tina will email the hard copy to Becky as a template.

Old Business:

Art to Remember

- Val Tonn gave a brief report on the operations of the Art to Remember fundraiser. Program schedule includes sending a class roster to the project contact to create a personalized order form that will arrive in March.
- The artwork will be created over the next couple of months. Ordering will be available online, Val will ask the project contact if there is another option for ordering for parents that do not have internet access. Tina Miller mentioned that parents are welcome to use the computer in the office if they would like access.
- Profit percentage for this fundraiser has been set at 25%. Val will send the program outline and specifics to the PTC email account so we can create an explanatory handout for parents to accompany the order forms.

Book Fair

- Teachers can spend their \$50 credit for Scholastic books by submitting their orders to Becky so she can compile a group online order.

December Family Night

- 138 people attended the event. Went very well and was enjoyed by all. More volunteers would have been helpful, Val Tonn suggested asking in-season sport teams and Sunny Wilson suggested contacting Rubi's Pantry for volunteer assistance.
- Leftover ceramics from the event have been stored in the basement with the PTC inventory.

New Business:

Chili Feed and Winter Dance

- Dinner will be served 5-6:30pm, dance will begin at 6pm and end at 7pm.
- Last year 168 meals were served at this event.
- All food has been ordered and will be prepared by staff. Parent Partnership is designing a flyer to advertise the event, Jean Robinson will forward a copy of it to Jenny Rigggenbach and she will post it on Facebook.
- Theme for the dance is "sports". PTC will provide decorations, Sherry Kopchik, Andrea Wagner and Shannon Irwin volunteered to be the committee for this event. Jaime Graper confirmed that decorating can begin at 3pm in the gym.

- A “photo booth” will be designed and run by Jean Robinson, Val Tonn will create a “Team Howe” hula hoop prop and PTC will pay for the pictures to be developed.

February Swim Night

- Scheduled for February 21. Volunteers are needed, Shannon Irwin will contact Kim Schenck, coordinator at Lincoln High School, to organize student volunteer assistance.

March Family Nights

- A game night and family reading events are scheduled for March 16th and 21st to coincide with the Book Fair.
- Jenny Riggensbach will post a notice on Facebook asking if any other parents would like to chair and organize the game night. Sherry Kopchik volunteered to be the PTC contact/resource for the parent committee.
- Andrea will email Tina to ask if she would like to incorporate a parent education component into the Reading Night, and whether we can hold this in the library.

Rock the Walk

- Andrea will begin working on the logistics of the fundraiser and will report progress at the next meeting. A date has not yet been established for the event.

Announcements:

- Next PTC Meeting will be held on February 2nd at 6pm.
- 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 7:27pm.