

2024 April PTO Meeting Minutes

West End Elementary School

Attendance: Lacey Heffern, Heidi Gross, Jess Conway, Kristie Redden, Kelli Walker, Tiffany Connelly, Ashley McDonald, Jessie Wasson, Debbie Biernacki, Meghan Steffanucci

- Spring Event Recap
 - Feedback
 - vendors enjoyed and want to come back
 - Shorter time for vendors next time, maybe 10-2
 - Wi-Fi access for the vendors
 - Profit \$4,968
 - \$2,500 Vendor Tables
 - \$1890 basket raffle
 - \$185.50 50/50
 - \$100 from food truck
 - \$1015 breakfast($\frac{1}{2}$ goes toward 6th grade field trip)
 - Cost
 - \$30 supplies
 - \$50 sign
 - \$60 Armstrong
 - \$60 sausage
 - 6th grade made over \$800 on bake sale
 - Completely paid for their admission to Kennywood
 - They were a huge help and PTO is grateful for that
- Casey's Recap
 - Several orders not picked up
 - Order Form needs to include a phone number
- Track and Field
 - Shirts
 - We have not received them yet
 - Need to tally how many students have moved in or out
 - Future Shirt Orders
 - Should a grade get a color and have the same color K-6
 - Could cut down on cost
 - No, It's a gift to kids for fundraising efforts
 - Sweet Shivers
 - \$2 for a kiddie ice
 - the price went up this year
- DonutNV asked PTO to consider hosting them at Track and Field Day
 - We already signed with Sweet Shivers
 - Possibly next year as price is same for each vendor
 - Could we sponsor a "special Kid Day"
 - Not this year

- Lottery Raffle
 - Sale from April 15- May 24
 - If **every student SOLD only 2 TICKETS** and **every staff PURCHASED only 1 Ticket** we would sell out and **profit \$10,000 towards playground**
 - Flyers will be sent home soon or contact Lacey Heffern
 - Donut Party for the room that sells the most
- Teacher Appreciation Luncheon
 - Monday May 6th
 - Tacos and Cupcakes by Marsha
- Spring book fair/ Hot dogs - Wednesday May 15th 5-7
 - Hot dogs (Heidi and Amy will serve)
 - Popcorn (**need a volunteer**)
 - Mrs. Steffanucci will check about book fair volunteers for that night
 - Volunteers needed**
 - Tuesday May 14th 1-2:30
 - Wednesday May 15th 11-2:30
 - Megan McHale
 - Friday 11-1:45
 - Kelli Walker
- Waldameer Tickets
 - Tiffany will run this sale
- Playground
 - Current Funds
 - \$68,642.00
 - Promised \$10,000 from Arc
 - Hopeful for \$10,000 or more from One FCU Grant
 - Cost of Playground
 - Demo of Current Broken Playground
 - District to pay for and remove
 - Savings of \$7,000.00
 - Jeffrey Associates Equipment
 - Equipment \$81,253.00
 - Freight \$1,740.00
 - Installation \$31,370.00
 - Playing Surface Solutions
 - Increase \$15,000.00 since original quote
 - Around \$63,000.00
 - Playground Committee has decided to renovate over a series of steps
 - Removal of old (upper) playground
 - Drainage system around large playground
 - Add the equipment we can afford
 - Add additional equipment when funding is available
 - Installation of turf
 - Proposing a 2-3 year timeline

- A large grant from Lowe's becomes available August 1st
 - Tiffany will complete the grant writing for it.
- Funding for BARK Store
 - PTO cannot add line items to the budget
 - It was advised against by attorney and accountant
 - PTO can add a sub account to the checking account strictly for BARK
 - Same as they did for Playground
 - Mrs. Stefanucci will discuss with the business office for CCSD and get back to us on her choice - running through district or running through sub account.
- PTO Sustainability
 - PTO needs more teacher participation at events and with fundraisers
 - How can we increase this support
 - Mrs. Biernacki will discuss with Mrs. Thoreson and perhaps they can be the link between PTO and Staff
 - PTO will see about minutes being forwarded to staff
 - PTO needs more parent participation
 - How can we increase this support
 - Include a PTO reminder slip the day before or the day of meetings
 - Send home a PTO flyer with Kindergarten Orientation papers
 - Offer an online option to attend meetings next school year.
- Summer Plans
 - Officers will meet monthly and invite Mrs. Stefanucci to join
 - Work on a budget for next school year
 - Set up fundraisers and dates
- Final Meeting of 23-24 school year
 - Wednesday May 8th at 5:30