Little River K-8 School PTO Meeting

November 7, 2022

Attendees: Easley Schack, Julie Kent, Anjelique Jeter, Maren Schreiber, Paige Akin, Lynette Williams, Kayley Talbert, Seronda Robinson, Erica McRae, Nicole Connelly, Elizabeth Evans, Corey Hogans, Mansi Gowan, Stephanie Robinet, Jessica Rider, Erin Rees, William Hill

1. Welcome: Attendees introduce themselves, student grade level(s), PTO volunteer areas, and favorite winter food
2. Committee and Event Updates
	1. Hospitality
		1. October: Haunted Apple Bar. Teachers had PTO members take their orders, which made the event more accessible. For furture events, teachers can radio to let us know about orders if they have trouble leaving their rooms.
		2. Amazon wish list for coffee supplies: <https://tinyurl.com/LRCoffee>
		3. November: Baked Potato Bar.
			1. Need to pick a date, possibly the week of Thanksgiving Break. Will check with administration to find a suitable date. Bar will run from around 10am-1pm to cover all teacher lunch breaks.
			2. Need input on toppings, decorations, or other fun ideas to pair with the event. Suggestion: could use sweet potatoes as well.
		4. Thinking of a December event before winter break: any ideas that would be new and exciting for teachers?
		5. Currently updating through regular PTO Facebook page
	2. GoPlaySave Fundraiser
		1. Waiting to finalize numbers
		2. Fundraising goal: $2000. Approximate revenue: $1500.
		3. Looking for 1-2 people to take lead on this fundraiser for next year; working on a list of guidelines/timeline for fundraiser chair to follow.
	3. Silent Auction
		1. Total raised: $5,446.09. Expenses: $345. Total Profit: $5,101.09
		2. Thank you to Easley Schack, Anna Victoria Martinez, Mansi Gowin, Maren Schreiber for their help.
		3. Looking for 2-3 people to take lead on this fundraiser for next year—this is our biggest fundraiser of the year. It requires some leg work (going in to businesses and asking for gift cards, taking in letters requesting donations, etc.)
	4. Book Fair & Teach or Treat
		1. Sales: $8,180.44. Revenue for PTO: $1,970.11
		2. Winning grade=3rd grade! Teachers: Hughes, Russick, Schauder
		3. Spring Book Fair: April 14-21 (changed to avoid Holiday)
		4. Received coupon for books: we were able to purchase $2000 worth of books for $1500 to add to Media Center.
	5. Dine Out Nights:
		1. Completed Dine Out Nights
			1. Zaxby’s
				1. September 19: $445.28
				2. October 6: $419.42
			2. Hog Heaven
				1. November 1: $200
		2. Upcoming Dine Out Nights
			1. November 21st (Monday) at Zaxby’s from 5-8 PM
			2. December 13th (Tuesday) at Zaxby’s from 5-8 PM
			3. January 10th (Tuesday) at Hog Heaven from 4-8 PM
		3. February 13th -16th (Spirit “Murdsay”) Monday through Thursday at Elmo’s: 4% of all in-house dining sales! Can we have a Little River post drop-off breakfast that week?
		4. Looking for someone interested in taking over Dine Out Night planning
		5. If you’re willing to serve as a PTO representative during a Dine Out Night, let us know! Some restaurants like for a PTO representative to be available during the dine out event, while others don’t care.
	6. Paper Drive
		1. Running now through the end of November; winning class gets a pizza party, with a possible appearance by Bailey Beaver!
		2. Paper will be distributed throughout the school for general use.
		3. Two ways to participate:
			1. Send in paper with student to main office or bring in yourself, be sure to label with “PTO” on the package and student’s name and homeroom teacher
			2. Amazon Wish List: added Amazon Basics paper in different amounts to the wish list, shipped directly to PTO. Add student’s name and homeroom teacher on the message at check out. <https://tinyurl.com/LRPaperDrive>
	7. Little Shops at Little River: Saturday, December 10 from 1:00 to 5:00pm
		1. Total fundraising goal: $1,000.
		2. 46 Booths sold at $35 each as of 11/7. Current money raised: $1,500
		3. Volunteer Needs:
			1. Updating Little Shops banners: Julie will work on this.
			2. Placing banners around Durham (requires a little muscle, potentially a sledgehammer)
			3. Pre-show promotion
			4. Copying and sorting flyers to go home
			5. Raffle ticket sales: need someone at sales table throughout the event.
			6. PTO spirit wear and items sales (water bottles, bags, etc) Will have a sign-up genius for PTO table in 1 hour increments.
			7. Set up help: 11:00-1:00
			8. Assisting during vendor show, troubleshooting and monitoring from 1:00-5:00
			9. Clean up help: 5:00-6:00. Will go quickly—folding up tables, cleaning up tape or trash, etc.
		4. Discussion items:
			1. Food Sales:
				1. Any school groups trying to raise money? Right now, we know that Chorus is trying to fundraise.

Zaxby’s $3 each chicken sandwiches can be sold for $5 or combo with drink and chips (just an idea)

Chorus could provide drinks and snacks from parent donations, PTO could provide Zaxby’s, and Chorus could run the table and split profits. Could also have a jar for donations at their table.

* + - 1. Club participation/tables: would provide a table to clubs interested
			2. Ideas from other Events:
				1. Have students taking food orders from vendors or shoppers during event
				2. Provide a map of vendor tables
			3. Raffle Item Logistics:
				1. Raffle ticket sales: $1=1 ticket, $5=6 tickets, $10=14 tickets, $20=30 tickets
				2. Raffle drawing: working on logistics for this
				3. Raffle prize distribution: how to send prizes to winners?
				4. Bailey Beaver and The Grinch will be making appearances! (We need help with this)
	1. Spirit Wear: <https://littleriverk8.itemorder.com>
	2. Penny Wars: January 2023
		1. Fundraising goal: $750
		2. Adding a Sneak Attack function on CheddarUp.
		3. All donations made on CheddarUp are Positive points.
		4. Winning grade level will get a fun prize and hopefully an incentive from Mr. C again as well.
	3. ComedyWorx Comedy Show
		1. We discussed scheduling this event based on how fall fundraising was going. Fundraising is going well, so we are moving forward with a Comedy Night to be scheduled during the Spring Book Fair.
		2. Goal: to provide a FREE event for al Little River families here at the school. We will consider an optional donation at the door and concession sales at the event.
1. Volunteer Help Needed
	1. Upcoming Volunteer Needs
		1. Crayons2Calculators: 12/6, 3/7, 5/2
		2. Vendor Show: 12/10
		3. Communications with businesses
	2. Committees to continue into 2023-2024 school year
		1. GoPlaySave: 1-2 volunteers
		2. Silent Auction: 2-3 volunteers
		3. Dine Out Nights: 1-2 volunteers
		4. Little Shops at Little River:1-2 volunteers
2. Room Parents
	1. Room Parents have been meeting with teachers
	2. Discussion: Are we doing a teacher “adoption” program during the holidays to cover staff that do not have homerooms?
		1. May look into an option that can cover non-homeroom staff, to be covered by Hospitality and Room Parents.
		2. Could do a gift card collection to make sure everyone gets a gift card, possibly a written card from a student.
3. Financial Update
	1. 2022-2023 YTD Expenses $4,146.56; Year Expected Expenses $20,348.00
	2. 2022-2023 YTD Revenue $11,860.61; Year Expected Revenue $20,348.00
	3. Requests from Interventionist and Teaching-Learning Coach: Rolling cart and Whiteboard easel. These staff currently don’t have a budget, but we can vote to add the equipment to our budget to purchase their requested items. Motion raised, seconded, and passed in favor of purchasing equipment.
	4. Discussed reimbursement form for Room Parents, $3 per student available.
4. Q&A with Dr. Hogans: Dr. Hogans available for questions; none posed at this time.

Meeting adjourned 7:40 pm by Julie Kent.

Minutes prepared by Kayley Talbert.