

Garner Elementary PTO
Board Meeting Agenda & Minutes
Monday September 26, 2022
6:30-8:00 PM

Item #1	Welcome & Introductions
Discussion	
Follow Up Actions	

Item #2	Secretary Report (Anna)
Discussion	Approve August Minutes
Follow Up Actions	Motion to approve made by Valerie, Seconded by Sam

Item #3	Treasurer's Report (Valerie & Matt)
Discussion	<i>Stipend email has been shared with teachers today. About \$15K in bank account.</i>
Follow Up Actions	

Item #4	Districtwide Parents Organization (DPO), Ciji Fox presented, https://www.iowacityschools.org/domain/26
Discussion	Ciji Fox- have volunteered to be Garner's DPO Representative. DPO Meetings are held the 2nd Wednesday of the month from 6:30-8:00pm via zoom, until Dec then meeting time will be reevaluated. Next Meeting is Wednesday, October 12th (6:30-8:00PM) - Next DPO Monthly Open General Meeting: Zoom Link: https://iowacityschools-org.zoom.us/j/96962105457
Follow Up Actions	

Item #	Old Business
Discussion	<p>Homecoming parade- We just want to send a HUGE thank you out to everyone who volunteered their time to help plan and everyone who showed up to walk.</p> <p>Parent commented that the handprints on the car was very motivating for the kids and Mrs. Bennett thought it likely increased attendance. The classroom posters were also a big hit.</p>
Follow Up Actions	

Item #6	Garner Green Update
Discussion	<p>October 17-28</p> <p>Kids are sent home with an envelope and parents are requested to make a financial donation. This is in lieu of asking families to sell things.</p> <p>We raised \$11,000 last year. This year our goal is \$7,500 and \$15,000.</p> <p>Mrs. Bennett- all PTOs are requested to fill out a form from ICCSD foundation. This application will be needed for every fundraiser. https://www.iowacityschools.org/Page/16987</p> <p>Every child who returns their envelope (regardless of financial contribution) will receive a water bottle.</p> <p>Prize Suggestions: Top Teacher Prize- <ul style="list-style-type: none"> ● <i>Top teacher gets a \$100 stipend</i> For the top 3-5 classes- <ul style="list-style-type: none"> ● Pizza Party will be for the top 3-5 classes (to limit cost and complications with dietary needs). ● Ice Cream- some kids have dietary restrictions, need to plan ahead so we can find enough ice cream. School Party if \$7,500 and \$15,000 goals are met- <ul style="list-style-type: none"> ● \$7,500- Glo Party, PTO already has glow sticks (hopefully during the school day) ● \$15,000- Rent Rec Center Pool (in evening) </p>
Follow Up Actions	<p>Need to fill out ICCSD Foundation fundraising form: https://www.iowacityschools.org/Page/16987</p> <p><i>Need to compose the letter to be printed, need to make the labels for the envelopes.</i></p> <p><i>Someone (could be split up and multiple people help enter) will need to create and update the spreadsheet as every donation comes in (this helps tally the class totals).</i></p> <p><i>Will need multiple people to help send out donation/tax receipts (we have a general letter format we use for this).</i></p>

Item #7	Committee Updates
Discussion	<p>*Conference meals- Katie Lueth has volunteered to lead this. Need staff numbers and what meals we would like to provide.</p> <p>*Fun Fair/Auction- April</p> <p>*Fundraising</p>
Follow Up Actions	<p>Communication from Katie on what she needs: volunteers, materials, etc. Give Katie staff numbers and what meals we would like to provide.</p>

Item #8	Fall Community Event (Sam)
Discussion	<p>October 27th, 5:30-7:30pm at Garner</p> <p>Griddle Me This- volunteered help and griddle Oct 27th. Tentatively planning 400 sandwiches and tomato soup. Could cook in or outside, but Sam's thinking inside in the cafeteria would be best (so don't worry about weather).</p> <p>Colony Acres no longer does donations, but will reduce their price for pie pumpkins to paint (tentatively ordering 100). PTO already has paint.</p> <p>Other arts and crafts- coloring, etc.</p> <p>Broadcast Hocus Pocus 2 (gym). Gym has to be reserved through the city. Garner has a blowup screen. Will need a projector and speakers. Talk to media specialist.</p> <p>Will need volunteers to help monitor spaces.</p> <p>Kids can wear their costumes. Have Gator backdrop available for photo ops. Can we make the backdrop fall themed? Ciji has offered to do photos (she is a photographer).</p> <p>Purchases: Fareway manager is a Garner family member and will help with food purchases. Will need a sign to recognize supporters. Pie Pumpkin decorations.</p>
Follow Up Actions	

Item #9	Spirit wear update
	<p>2 new designs, designed by Jon Kinne PTO will try to make this a fundraising event</p> <p>Shirt order needs to be in by this weekend. There will be a Cheddar-Up site for ordering</p> <p>These new designs will be with the same company that produced the homecoming t-shirts; however, the general apparel website with older designs will still be available.</p>
Follow Up Actions	<p>Need to fill out ICCSD Foundation fundraising form: https://www.iowacityschools.org/Page/16987</p> <p>Aubrette</p> <ul style="list-style-type: none"> • Can you check for an even smaller t-shirt offer for youth? • Confirm prices • Keep homecoming t-shirt screens for future years

Item #10	Construction Report from Debbie
	<p>Architects coming Wednesday. Budget is \$1.1-1.5 million Admin. section extension, new principal office New conference room Staff room extended New nurses office (we train all the nurses in the district) We currently have the smallest cafeteria; a wall will come down to expand the cafeteria. Should be done August 2023. We hope to have an official Open House.</p>
Follow Up Actions	

Item #11	Questions/Concerns/Additional orders of business?
	<p>Marco's Box Night- December 6-8 Decorate Boxes week of Thanksgiving break (November 21-23rd)</p> <p>October's PTO meeting will be Monday, October 24th due to Halloween.</p>
Follow Up Actions	<p>Anna</p> <ul style="list-style-type: none"> • Make sure we can get boxes by November 21-23rd • Set-up volunteer sheet (hour shifts form 4:30-7:30?) • Get coupon and flyer from Marco's