



WKHS PTO Board Meeting Minutes

July 27, 2017

Sawmill Starbucks

Meeting commenced at 7:19 pm

IN ATTENDANCE: Sherry Rosenfeld and Jennifer Small (Co-Presidents), Tamra Haurani (Vice President), Burl Scott (Treasurer), Barb Friedman (Secretary)

1. ADMINISTRATIVE REPORTS

- a. President's Report – Sherry Rosenfeld & Jenn Small
 - I. Decorating teachers' lounge, Sherry, Jenn and Barb volunteered to help decorate on Sunday, August 13 at 1 pm. Theme will be "Back to School."
 - II. Registration Day – Sign up Genius created and an email will go out to solicit volunteers. The PTO table will have PTO membership forms, volunteer forms, PTO FAQ sheet, spirit wear samples and forms and a limited number of things for purchase at the table (lanyards, hats, bookbags). Plan books will be available for purchase (\$5.00). Ken Nally took 50 planners for the Daily Living classes.
 - III. Open House is August 23rd. PTO has a table which will consist of membership forms, volunteer sign-up sheets, raffle basket, water, cookies, etc. (hospitality will help provide the food).
 - IV. September 13 (meeting change from the 6th) – Aric Thomas and his family, teachers and counselors will be there. Will be a chance to introduce he and his family to the Kilbourne community and field questions. Will be held in the commons. Spirit Wear will be available for pick up.
 - V. Jenn and Sherry met with Aric Thomas. He started a Remind account that everyone can join, and he will communicate updates through Remind. He's excited about the PTO and the spirit Worthington families show. He will also be at the Community Pep Rally. He's interested in finding Kilbourne Alumni and have an event to raise funds and form an alumni community. Sherry found the Kilbourne Football Alumni sheet and maybe that can be utilized as a template. Angie's bench is done and it will go in the front area of Kilbourne. We will have a little celebration and invite Angie back to attend.

2. STANDING COMMITTEE REPORTS:

- b. Discussion of PTO Committees
 - I. **Student of the Month:** Will be the first Friday morning of every month at 7:15 a.m., except Sept, Nov and May.
 - II. **Socratic Society:** Will be in November and May.

- III. **Monthly Bulletin Board:** Wendy Richards will be asked if she'd like to do it again, with Tamra and Sherry.
- IV. **Academic Honors Night:** (need to find out date) There is a reception afterwards. Not sure who will be Chair. Sherry will ask Molly Yeager if she'd like to do it again.
- V. **Academic Signing day:** Is in early May, Budget discussed.
- VI. **Book Room:** Need volunteers to work and check out books for students. Sign up genius went out.
- VII. **Curriculum Liaisons:** No update
- VIII. **Fundraising:** Need Chair
 - a. Kroger Rewards
 - b. Dining fundraisers every other month
- IX. **PTO Membership:** Barb will help the drive and Burl will use the spreadsheet to track membership
- X. **Budget Discussion:** Went through each committee and reviewed last year's budget amounts, expenditures and decided new amounts. Burl updated the budget document.
- XI. **Grounds Beautification:** Dina Biglin – Chair. Summer clean-up is Aug 5, Sign up genius will be sent to recruit volunteers
- XII. **Hospitality:** Pam Hadden, Chair
 - a. Open House
 - b. PTO Meeting on 9/13
 - c. Parent/Teacher Conferences
 - d. Veterans' Day – Nov.1, 8 a.m. – lunch
 - e. Teacher/Staff Appreciation Week
 - f. Science Day
 - g. Last Day luncheon
- XIII. **Scholarship Review:** Dawn Cline & Pam Hadden
- XIV. **Spirit Wear:** Vicky Thompson
- XV. **Community Fund:** Tamra talked about selling an insulated bag to raise funds for the Community Fund.

Meeting adjourned at 9:14 p.m.