

# PTO MINUTES

## Farley Elementary

Wednesday, February 16, 2010 at Noon

Location: Gifted Room

### 1. Call to order

Donna Doel (PTO President) welcomed everyone to the meeting. Gave an update about Amy V. about her dad and thanked all the Fox Trot volunteers for a great year.

Kielyn Smith, Laura Lawler, Shelly Keller, Malinda Brozek, Liz Pettit, Teri Steinman, Carolyn Ireland, Erin Beam, Susan Poling, Wendy Surface, Sheila Hardie, Erica Florez, Jane Sanderson Mrs. Hillis *(15 present)*

Executive Board Present: Marcy Cassidy (Principal), Donna Doel (President), Joan Sutton (Vice President), Mary Peter (Treasurer), and Cheryl Hishmeh (Secretary) *(5 Executive Board Members Present)*

**Approval of December Minutes** -Approved with 8 votes on Survey Monkey. The minutes were posted on enotes.

### 2. President's Report -

a. Reviewed the newly revised By Laws, asked everyone to review them. The italics in the bylaws reference changes specific for Farley Elementary. Please call Donna Doel or Cheryl Hishmeh, if you have any questions. We will vote next month on the new By Laws.

### 3. Vice President's Report -

a. Executive Board Nominations - Committee consists of Joan Sutton, Mary Sutton, Carolyn Ireland, etc.  
b. She also wants to know if current committee chairs are returning next year.

### 4. Treasurer's Report-

a. Money has come in from soup labels, box tops and Fox Trot.  
b. The treasurer's report the additional funds were from Innisbrook, school supplies, box tops, and Fox Trot. (not soup labels, no money just items from them)  
c. The final number will be \$13,346.05 profit from Fox Trot including sponsors and baskets.

### 5. Principal's Report -

a. Mrs. Cassidy explained about the 5 snow days. March 11 is going to be a school day. She highlighted that the High School is extending the day and this may effect the bus schedules. There will no longer be early release days for the remainder of the year.  
b. The state has extended the testing deadline for after spring break.  
c. Budget cuts for next year are still pending.  
d. Thanked the Fox Trot volunteers and the Exec Board for working on the Bylaws.

6. **Teacher's Reports by Mrs. Poling.** Thanked the PTO for dinner tonight. They are still working to spend their grade level money. The deadline is around March 15.

### 7. Committee Reports

a. Fox Trot

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- i. Joan Sutton has a few improvements learned for next year (and she is open to other ideas from other parents). Watch the March newsletter for more thank yous.
  1. The location of the pottery
  2. Simplify the Buy it now and the Bidding processes.
  3. Extending the games until the Auction is finished.
  4. Communicate better how the end of the auction works to the families.
  5. Work better to have a clean up crew and silent auction wrap up
  6. Schedule for next year at a different time. Mrs. C recommended a Thursday where there is no school on Friday. That would help the clean up crew to stay after and not need to report early on Friday. Also plan around the High School activities so we could have Interact come back.
  7. Changing the food back to pizza with baked fresh with Papa Murphy's perhaps.
  8. Keep the doors locked until 5:30 p.m. to help with set up, allowing the volunteers through a specific door.
  9. Lost child location?
  10. Bring back the fingernail polish station, add putting green, and others.
  
- b. Farley 5k - Kielyn Smith reported the date May 7. We are not going to do the pancake feed the first year. We will need about 20-30 volunteers. We cannot get the Sunflower Striders help with the race. The race will cost \$25 for the 5K and you can run or walk. There will be a 1 mile fun run for the kids that is free. The race director is Chris Walton. We have 2 teachers on the committee: Dana Haag and Hannah Anderson. Mrs. C is checking with the District office to see if we need additional insurance. She will continue to double check on the details and show the race waiver to the District attorney. We are working on collecting items from sponsors to include in goodie bags or sponsorship.
  
- c. Recycle Bags - Erin Beam reported on the fundraiser for the spring, starting March 11. She is looking for ideas for kick off. It will end April 8 and connecting it with Earth Day and Mother's Day. She is going to update the bulletin board to show the bags and publicize the project. Most school's profit is between \$3000- 5000. We are hoping to get \$4000. She will collect all the checks to Mixed Bag and receive one check back from Mixed Back. The Executive Board recommended using the catalog instead of buying the \$100 sample pack. Could use the home recycling kits as an incentive? Mrs. C. recommended having an assembly with the Topeka Zoo near Earth Day and launch the fundraiser.
  
- d. Kindergarten Roundup - Joan Sutton reported that the date is April 1. That is a new date across the district. They had a meeting with the teachers. There will be a survey that Kindergarten parents can give some suggestions to improve roundup. They are going to use the trees and mushrooms from Fox Trot. Thanks to Jenny Leonard. The teachers will decorate their hallway also.
  
- e. Recycle - Carolyn Ireland reported that the Spring Collections Day will be moved to the fall. Mrs. Hillis has some experience in getting grant money. She is still waiting to get money from Westar and other donations for plantings. So she recommends that we need to wait also. Would like to get this scheduled for a date around Earth Day, but is understanding and will schedule for Fall. Also, would like to survey and decide how to proceed on the recycle envelopes. Recommend having a bigger recycle bin for special events like Fox Trot. Right now only 5th and 6th graders are doing the recycle pick up for each room, it was a little too heavy for the 4th graders.

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- f. Grounds - Mrs. Hillis shared that they cleared out the back woods and the gardens, but there is much that could yet be done.
  - g. School Supplies - Reported on the progress of school supplies through TARC. Made a motion to purchase classroom sets of scissors and calculators using the extra money from school supplies last year. Mrs. Hillis seconded motion and the motion was approved
  - h. Box Tops - Mary Peter reminded us the deadline is next Tuesday, so please send them in soon. HyVee is running their promotion this week for box tops too.
  - i. Coke Rewards - Carolyn reported that the classrooms now have white tubs. Mrs. C requested that someone explain to the office staff how it works.
  - j. Smart Boards - 7 general ed classrooms still need boards. We discussed using our fundraising money for smart boards in all classrooms.
  - k. 6th Grade Recognition has started meeting. They have decided not to do lunch this year. They are discussing an offsite Fantabulous Friday and looking for a new name.
  - l. Janice Mohr donated a Pop a Shot to the school.
8. Adjournment - Meeting adjourned at 1:05pm. Next Meeting is Thursday, March 17 at Noon in the Farley Library.

*Submitted by Cheryl Hishmeh (PTO Secretary) [cherylhishmeh@gmail.com](mailto:cherylhishmeh@gmail.com)*