

## **Bunker Hill PTO**

### November Meeting Minutes

11-14-2019

6:34 pm Meeting called to order by Kristen Wootton

Opening Prayer: Mrs. England

In Attendance: Sara Thomas, Cathy England, Mystie Green, Steve Green, Ryan Carrell, Jill Carrell, Stephanie Rigler, Kristen Wootton, Summer Doss, Chandler Jones, Kim Ingram, Jen Swartz, Allison Hunt, Heather Finn, Kathy Luther, and Jenny Lewis.

Girls on the Run Presentation: Annie Stillabower gave a short presentation on the many benefits of the program girls on the run. We currently have a chapter meeting at Bunker Hill that has generated a lot of positive feedback.

New Business:

A proposal was made to provide funds to purchase a higher quality laminating film for the teachers. A motion was made by Mystie Green to approve a \$325 increase to the teacher supply fund to provide the difference in pricing between the new laminating film and previously supplied film. Jen Swartz seconded the motion, and the proposal was approved by a unanimous vote.

A proposal was made to extend the recess equipment budget in order to provide Gaga ball to our students as an additional option at recess time. The amount of \$500 was proposed. Mrs. England presented a motion to approve this amount. Stephanie Rigler seconded this motion. The amount was approved by a unanimous vote.

Principal's Report: Dr. Heather Finn

Dr. Finn reported that safety drills were held for students in the cafeteria and the results were excellent. An area of concern was noted about communication overhead during a lockdown drill, and a plan is being put into place to ensure all staff and students will be able to hear communication quickly and clearly. Bunker Hill is committed to the safety of our students, and we are thankful for the staff that prepare and keep our children safe on a daily basis.

There will be an eLearning day on November 19<sup>th</sup>, 2019.

Vice President's Report: Sara Thomas

Nothing to report.

Treasurer's Report:

Financial Report was read for Sept 12<sup>th</sup> through November 13<sup>th</sup>, 2019

A motion was made by Jen Swartz to approve this report. Sara Thomas seconded this motion. The report was approved with a unanimous vote.

Secretary's Report: Sara Thomas will be filling in for Melanie Kerr this meeting. September minutes were presented. A motion was made by Summer Doss to approve the minutes. Kristen Wootton seconded this motion. The minutes were approved with a unanimous vote.

Social Media Correspondent's Report: Ryan Carrell

Nothing to report at this time.

President's Report: Kristen Wootton

Kristen has been attending a meeting on Sunday nights that contains members from various elementary school PTO boards. These meetings provide an opportunity to brainstorm and share ideas between Franklin township schools. All members are welcome to attend.

Kim Ingram was named volunteer of the month. Congratulations Kim!

Teacher Request's: Mrs. England would like to thank the PTO for all the help with the Veteran's Day program, specifically Jen Swartz and Mrs. Christy. She also stated that an extra quilt is available for the PTO to use in the future for a raffle prize or donation.

### **Committee Reports**

Art to Remember- Kristen Wootton: Details to come in the future about order and pick up dates. The kids will start on the artwork after Christmas Break.

Back to School Night- Sara Thomas: Nothing to report.

Bookstore- Mystie Green: A volunteer is needed for Thursday morning from 8:30 to 8:50 am. Please contact Mystie if you can help!

Box Tops/Coke Rewards/Dimes- Mystie Green: The current contest is running from 10/4 to 12/3, and the winning class will receive a PJ party with Jack's donuts provided. A picture will be posted on Facebook to remind parents about Friday collection times.

Breakfast with Santa- Stephanie Rigler: Many volunteers have already signed up, but help is still needed during clean up. A sign up genius can be found on the website and on Facebook. McDonald's has agreed to donate pancakes and a website has been sent out to order breakfast ahead. A flyer will also be sent out closer to the date. Mrs. Wuest will be providing an opportunity to purchase a nutcracker doll to paint with her. This will replace her previous Breakfast and Canvas events. We are also in need of vendors. Please contact Stephanie Rigler with any who are interested.

Grade parties- Allison Hunt: Fall party feedback from parents was very positive. The new system worked well and teachers gave positive feedback as well. The next party will be the Winter Party on 12/20/2019.

Honor Roll- Mystie Green- Nothing to report.

Ink Cartridge- Mystie Green- Please continue to bring in your used ink cartridges.

Family Dance/Silent Auction- We are looking for a committee chair for this event. The dance will be a Valentine theme and will be held February 15<sup>th</sup>, 2019. The silent auction will be online using the same process as last year; however, it will be held at this time instead of during the busy time at the end of the year.

Family Events- Jenny Lewis: The trick or treating event was a huge success. Both students and staff loved participating and are looking forward to next year.

Kindergarten Carnival- Kristen Wootton, Kim Ingram, and Summer Doss: The Fall festival went well. There were several donations, and the entire event only cost \$5.98. Way to go committee! A suggestion was made for next year that a veteran member would be a welcome addition to the committee as it could be overwhelming for new Kindergarten parents.

Market Day- Jen Swartz: Market day has still not announced everything that will be provided, and there are some concerns that prices have been raised and shipping may be expensive. More information will be provided when it is available.

Membership- Sara Thomas: Nothing to report.

Movie Night- Ryan Carrell and Jen Swartz: The next movie night will be on 11/22/2019, and the PTO will be showing The Polar express. The 22<sup>nd</sup> will also be a pajama day at school. The PTO will be serving free hot chocolate, and concessions will be sold.

Pie and Roll Fundraiser- Stephanie Rigler: The orders are in. The dates for pick up will be as follows; 11/20- 3:30 to 5:30 for pies and 12/18- 3:30 to 5:30 for rolls.

Santa Shop- Mystie Green: The Santa shop will be open 12/3 to 12/6 and 12/7 during the Breakfast with Santa Event. A sign up genius is out for volunteers, and a shopping schedule is coming home this week.

Spring Fling- Kristen Wootton, Mystie Green, Sara Thomas: Nothing to report.

Spirit Night- Melissa Koerber: We have had several successful spirit nights. Thanks for your support! The next spirit night is at Hot Box Pizza on 11/20. Pacers Night will be on 2/7 at 7pm. Tickets will be \$25 and will include a pacers hat, and a voucher for chickfila. Orders are due 1/27.

Spirit Wear- Mystie Green: The current sale ends 11/22. There are several options with a variety of colors and styles.

Staff Appreciation- Chris Poisson, Betsy Matlock, and Melissa Koerber: The PTO will be providing a holiday luncheon baked potato bar. There is a sign up genius for monetary donations online.

Staff Basketball Game- Jenny Lewis (chair), Committee- Chris Poisson, Stephanie Rigler, Allison Hunt, Jen Swartz, and Melanie Kerr: Bunker Hill will be playing Thompson Crossing on 1/24/2020. Save the dates have been posted and a flier will be sent home this week. The event will take place at Franklin Central High school.

Sunshine- Chris Poisson and Melissa Koerber: Nothing to report

Supply Kits- Mystie Green: Nothing to report

Volunteer Coordinator- Jill Carrell: Continue to send volunteer request to Jill. Helpful information to include is date of the event, description of the need, slots needed, and how many volunteers are needed. Current sign genius events include Breakfast with Santa, Santa shop, and the Staff Luncheon.

Walk-a-thon- Kristen Wootton (chair); Committee- Mystie Green, Jen Swartz, Betsy Matlock, and Allison Hunt: Total funds raised: \$15, 305. Kristen has put together a binder for next year to help guide the planning/set up process.

Kristen went over the current calendar.

Meeting Adjourned at 8:13 pm