

## PTO Highlights

We appreciate all of our volunteers and the time they give so our events can be a success!

- The next Popcorn Friday is February 7<sup>th</sup>! Volunteers are always welcome!
- The Follett Book Fair will occur the week of Feb. 24<sup>th</sup>. Volunteers are needed to help with this event!
- Mark your calendars – Friday, March 27<sup>th</sup> will be our school's Annual Carnival. Many volunteers are needed to make this event a success. More information will be sent home soon on ways you can volunteer!
- The next PTO Meeting will be on Monday, February 24<sup>th</sup> from 7:00pm – 8:00pm. Free Child Care is provided during the meetings.
- Box Tops can now be submitted for our school via the Box Tops Smart Phone App. Download the Box Tops App, enter the zip code "61550", select "Lettie Brown School", and scan the store's receipt. We are still collecting the clipped Box Tops if not expired. The next turn in date will be in March 2020. Be sure to tell your relatives and friends about the new Box Tops App. You wouldn't throw away a dime, so don't forget the box tops.
- Please continue to spread the word and sign up for the Kroger Rewards program. This greatly benefits our school and helps to fund our One School One Book Program. Please tell neighbors and family members. Every little bit makes a big difference!
- We are looking to fill a Hospitality Committee Shadow Volunteer position for this school year. Please contact PTO President Tara Picken for more information or if you are interested in giving back and serving.
- For the months of November/December, the money raised for the Walk-a-Thon helped our PTO to pay for 2<sup>nd</sup> Grade Donuts with Dad, Library Supplies, Geography/Spelling Bees, Teacher Holiday Party, and Teacher Requests/Stipends. We thank you for your generosity!

Meeting Minutes

Lettie Brown PTO

Date: January 27, 2020

Location: Music Room

Meeting Called to Order by: President Tara Picken

Time: 7:05pm

Attendance: 14

The November 2019 minutes were read by all and approved by Angel Fisher and Sarah Nieukirk.

#### Treasurer's Report:

The Treasurer's report was explained by Shantel Zoss. The report was approved by Amy Retherford and Heidi Robbins. November had an income of \$1,391.00 (Pizza Ranch Fast Food Night, Kroger Rewards, and Popcorn Friday sales) and expenses of \$514.54 (Donuts with Dad, Library Supplies, and Teacher Requests/Stipends). December had an income of \$466.92 (Spirit Wear, Amazon Smiles, and Popcorn Friday sales) and expenses of \$3,205.72 (Geography/Spelling Bees, Box Top Expenses, Teacher Holiday Party, and Teacher Requests/Stipends). The PTO has a current cash balance of \$17,986.83.

Shantel Zoss also mentioned that she has a ~\$30 Menard's rebate check available for any committee chair to use for purchasing their committee's supplies.

#### Teacher's Requests:

None. No Teacher Requests were submitted for review/approval since the November PTO meeting.

#### Committee Reports:

- School Carnival: Heidi Robbins stated that Friday, March 27<sup>th</sup> is the date for the school carnival. All rentals have been scheduled and ordered. The Plinko Game is ready for use! Lovell Orthodontics will again be sponsoring the Photo Booth. There will be 1- hour time slots for volunteers. Volunteers will receive one free wrist band. A sign-up link for volunteering at the carnival will be sent to all parents in the near

future. Carnival food for purchase will be Casey's Pizza, chips, cookies, soda, and water. Jamie Sammis will be heading up the Prize Room. However, a Carnival Raffle Basket Coordinator is needed for this year's carnival. Raffle Basket tickets are \$1. Each student will receive one free Raffle Basket ticket.

- Book Fair: Amy Retherford reported that the Follett Book Fair will occur the week of Feb. 24<sup>th</sup>. On Monday, Tuesday, and Wednesday, the hours of the Book Fair will be 8:30am – 3:00pm. On those same days, the Book Fair will be open during Lunch with a Loved One. On Thursday, the Book Fair will only be open during the evening of Open House (Feb. 27<sup>th</sup>). A sign-up link will be sent to parents to help with the Book Fair. The PTO voted to approve for ~18 book fair baskets to be purchased (~\$100). These baskets have previously been borrowed from Lincoln School for our Book Fair.
- Spring Fine Arts Day: Tara Picken reported for Holly Bones that Fine Art Day will be on Friday, April 17<sup>th</sup>. The events of the day would possibly include flower arranging, pottery, paint pour project, ballet, symphony, acapela group, face painting, and photography. Holly is open to additional suggestions for Fine Arts Day. Many volunteers will be needed to help with the activities.

#### Old Business:

- Hospitality Shadow Volunteer: Ginny Weber reported that Teacher Appreciation Week will occur the week of May 11<sup>th</sup>. The activities of the week will follow this year's school theme of Amazing Adventures. Ginny is in need of many volunteers to help prepare and donate food for the Teacher Luncheon that week. Carnations for the students to purchase for their teacher will likely be offered again, but will not include the "To/From" card. The end-of-the-year teacher gift from the PTO ideas were a kitchen garbage disposal or a Cricut machine. Ginny Weber is seeking a Hospitality Shadow Volunteer to assist her with the remaining activities for this school year and to possibly take over this committee chair for next year.
- LEGO League Junior Social Poll: During the November PTO meeting, Sue Rose presented LEGO League Junior as a possible after-school activity

geared towards the engineering minds of 2<sup>nd</sup> to 6<sup>th</sup> graders. A poll was sent to the parents/guardians of our 2<sup>nd</sup> & 3<sup>rd</sup> graders to see how many would be interested in participating in this program if offered. Out of 136 parents/guardians, a “Yes” was received from 6, and a “No” was received from 2 as of January 27<sup>th</sup>. The poll closes on Friday, January 31<sup>st</sup>. The outcome of the poll will be shared at the next PTO meeting.

- Continue to spread the word and sign up for the Kroger Rewards and Amazon Smiles programs.

New Business: None to report.

Principal’s Report: Mrs. Waterfield shared the following important dates: Globe Assembly (Feb. 6<sup>th</sup>), Gameball Run Craft (Feb. 10<sup>th</sup>), 4<sup>th</sup> & 6<sup>th</sup> Grade Annual Drum and Recorder Concert (Feb. 11<sup>th</sup>), Gameball Run (Feb. 20<sup>th</sup>-21<sup>st</sup>), Culver’s Night (March 3<sup>rd</sup>), and the 5<sup>th</sup> Grade Musical (March 10<sup>th</sup>).

On Feb. 25<sup>th</sup>, Lettie Brown will be hosting a Stress & Anxiety Parent Info Night and Dinner. Social worker, Michelle Carmichael, will be discussing and presenting this topic. More info will be sent home soon.

Upcoming Dates:

Feb. 1<sup>st</sup> – Due date for March 19<sup>th</sup> Kindergarten Pre-Registration/Screening SignUp

Feb. 5<sup>th</sup> – Early Dismissal

Feb. 7<sup>th</sup> – Popcorn Friday

Feb. 10<sup>th</sup> – Gameball Run Craft

Feb. 11<sup>th</sup> – 4<sup>th</sup> & 6<sup>th</sup> Grade Drum & Recorder Concert

Feb. 17<sup>th</sup> – No School President’s Day

Feb. 20<sup>th</sup> – 21<sup>st</sup> – Gameball Run

Feb. 24<sup>th</sup> – 27<sup>th</sup> – Book Fair

Feb. 25<sup>th</sup> – Stress & Anxiety Parent Info Night/Dinner

March 3<sup>rd</sup> – Culver’s Fast Food Night

March 4<sup>th</sup> – Early Dismissal

March 10<sup>th</sup> – 5<sup>th</sup> Grade Musical

March 27<sup>th</sup> – School Carnival

April 6<sup>th</sup> – 13<sup>th</sup> – No School Spring Break

April 17<sup>th</sup> – Fine Arts Day