

## Geneva Middle School South PTO Meeting Minutes

May 15, 2019

Attendees: Andrew Nickel, Tom Paul, Sarah Faulkner, Idy Spezzano, Carolyn Potosnak, Sarah Karch, Mr. Bleau.

### I. Call to Order/Welcome

Meeting called to order at 8:38am.

### II. Budget Review

- Honor roll certificate issue

Certificates are sent out at the end of the trimester and used to go out bulk mail, which probably was not correct since it's not really bulk mail. Cost is much higher going out standard. Previously cost was \$341 for printing and mailing, now it is \$549 per mailing. Overage of \$208. Budget was \$1200 for three mailings, now we need \$600/mailing. There was a discussion about alternatives including handing out certificates rather than mailing and including winter and spring certificates with mailings that already go out around the same time. Last one this year will go out with the report card as a test for how well/if this can work for stuffing. Proposal: PTO will pay for mailing first trimester certificate, second and third trimester certificates will be included with other mailings. This will be voted on at our summer meeting.

- Classroom subscriptions should be done.
- Special projects didn't require most of the budgeted money.
- Donations of goods for concessions worked nicely and increased income.
- We will spend more on PE uniforms before the end of the year. There is money available elsewhere to cover.
- Teacher/staff appreciation

Principal planned events will be slightly over but should be close to overall budget for teacher appreciation. Mr. Bleau stated that teachers stay for the dance by choice, it is not required. He would like to order pizza for anyone who doesn't go home. This would cost approximately \$50-100. If PTO approves, it can come out of appreciation and that will put it a little more in the red. We can budget better for it next year once we see how this goes.

### III. Meeting Minutes approval

Motion to approve minutes from March 20 meeting. 1st - Andrew, 2nd - Tom. Minutes approved.

### IV. Principal Update

The end of the year is here! Mr. Bleau shared that last week during MAP testing kids were taking a lot longer to finish (2 1/2 - 3 hours), which is a good thing. A new, special schedule was used with 50 minute testing sessions and then a shortened schedule the rest of the day for the whole week. This worked really well and will probably become the standard method.

The kabobs were a big hit at the PTO lunch last week!

8th grade end-of-year activities are all lined up, and staff are getting 6th and 7th graders ready for their transition. By Friday kids should be registered for next year. 8th grade devices will be collected and they get new ones as freshman. 6th and 7th graders take theirs home over the summer.

### V. President Update

- Restaurant nights

Tom will give names to Carolyn. With regards to the budget for next year—keep in mind we won McCallister's which gave us extra income. We would still have hit actual budget even if we hadn't won. Doughcracy is this Thursday. Elementary are doing Culvers the same day.

- Joint PTO

There was a Joint PTO meeting last week and 12 new teachers are coming in to replace 12 retirees.

- Tech review

Tom shared that any family enrolled in Geneva can get free Office 365 for up to five PCs.

- 8th grade end of year activities update (Sarah F.)

A lot of the decorations from last year's dance were funded by the former committee chairs. Mr. Bleau recommended cutting number of balloons in half. The red carpet used last year is missing. Per Sarah, the committee could probably use another \$100. PTO has \$1500 budgeted, GMSN only budgeted \$1300. Their money is pretty much gone. Going forward we should budget the same amount. We usually only go up to the lesser threshold so it hasn't been addressed before. Tom will reach out to North about closing the budget gap. If not, we will go up the hundred dollars to cover replacement of the red carpet.

Volunteers are in pretty good shape. Sarah is using Sign Up Genius, There are 15 volunteers for the dance (plus Sarah F. and her husband). There are more than a dozen for the pool party. We could use more for the dance so Mr. Bleau will put out an email to 8th grade parents and GMSN will too. Sarah will send Mr. Bleau the Sign Up Genius link. There are lots of left over concessions that will expire and Sarah can take these for the pool party— chips, candy, gatorade.

## **VI. Old Business**

No old business

## **VII. New Business**

- Honor Roll Certificates - see Principal's Report
- Vote in New Members

A motion was made to vote in Carolyn as PTO President and Andrew as PTO Treasurer. Idy 1st Idy, Tom 2nd. All approved. We are missing VPs, Assistant Treasurer, and Secretary. Mr. Bleau will put out an email.

- Update on Committee Positions

Hospitality and Sports Concessions are the biggest needs. Sign Up Genius model has simplified these positions.

- PE Gym Uniforms/Spirit Wear

Additional sizes of shorts and shirts are needed for locker set up days. Carolyn will get the order in by the end of June to get it into current budget.

- Registration Packet Forms

Carolyn noted that the forms for PE uniforms, Box Tops, and Committee Descriptions were not in the packets. Many are available on-line. Mr. Bleau will check with Nancy. Green "on the website" sheet is a little unclear. Carolyn would like info about uniforms to go out because of the June 28 deadline. Even just an email with the link would be okay.

## **VIII. Closing**

Mr. Bleau thanked the PTO for their service. Meeting adjourned at 9:25am. 1st- Idy, 2nd- Andrew.