**![C:\Users\~mm~\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\B8YDHV09\Map_symbol_lighthouse.svg[1].png]()Team Beacon PTO**

*“No one can do everything, but everyone can do something.”*

**Team Beacon Meeting Minutes**

January 15th at 6:30 pm Childcare provided Location: Beacon Media Center

* **Opening and welcome -** *(5 minutes)*
	+ Attendees – Nina Plasencia, Missy Wirkner, Jill Clair, Kevin McClain, Brittney McClain, Jane Beimer, Kimberly Haner, Kim Marinelli, Sandya Johnson, Kelli Westfall, Sarah Jarboe, Julianna Cheney
* **Principal Update** – Ryan Bruder *(10 minutes)*
	+ Grants are going great!
	+ Shade sail going up this spring and 7 benches since we picked a more economical sail
	+ NWEA test is happening now
	+ Next Friday – report cards go home – don’t be worried
	+ New parking lot system is going well for pickup, trying new things with the lanes is causing a backup. 3:10 is super easy, 2:40 is a mess. Anchor parents cutting through seems dangerous. Maybe pickup on peninsula.
	+ There IS school April 10th.
	+ On Monday, we are getting new signs in the entryway.
	+ MIRM is ready to rock
	+ Playground meetup – this is a summer activity from PLCs
	+ Parent info night about the social/emotional learning – this is an activity from PLCs during the school year
	+ Like the pictures of lost and found
* **Beacon Teacher Update -** *(5 minutes)*
	+ Organizing informal playdates one day a week for the grade you are going into on the Beacon playground
		- Team Beacon there helping and recruiting
		- We set up the schedule
		- Having PTO do it, gets around some of the school’s thing
		- Brittany will chair it
* **Financial** – Missy Wirkner *(5 minutes)*
	+ 2019-2020 Budget update
		- Movie night went in
		- Three more teachers used their participation money from Beacon Blast
		- Grants line has been updated
		- Still several teachers need to spend
		- Kalahari and Book Fair not back yet
		- Will move money in before next month from roll over
		- Good that we are spending the money from legacy
* **Book Fair –** Kristin Wheeler, Julie Evanchek *(5 minutes)*
	+ Recap event
		- Best sale ever so far
		- Liked the location in cafeteria
		- Round up a dollar prompt worked to earn us extra
	+ Next Book Fair kick off on March 20th
* **Zap Zone –** Will Liska, Kevin McClain *(5 minutes)*
	+ Thursday, January 23 5:30 – 8:30 pm
	+ Need volunteers to do pizza and such
	+ Anticipate good turnout
* **Art Night –** Brittney McClain, Kelli Westfall *(5 minutes)*
	+ Friday, February 28 6:30 start time
	+ Good to go for Drummunity – she isn’t charging us extra
	+ What does Alicia need to spend $ on
	+ Kelli is going to do the work on the actual event date
	+ Need to know what time and how many CSL kids
	+ Need a flyer
	+ Are costs split across Anchor/Beacon?
	+ Need to give a heads up to Building and Grounds
* **MIRM –** Ericka Bigelow, Jill Clair *(5 minutes)*
	+ Decorating door dates Feb 29/Mar 1
	+ Book Fair kicking off on March 20th
	+ Book fairy is coming
	+ Theme is Alphabet and Dexter – A is for Anchor, B is for Beacon
	+ Teachers are asking for laminated envelopes
	+ Teachers want to publish a book in conjunction with an author that is coming
	+ It would be good to have a timeframe for ending because we need to relock the building
	+ Teachers gave a list – MIRM team is picking 4
	+ About 9-12 copies per grade level to cover Anchor/Beacon
	+ Can write a grant or use the Scholastic Reading
* **Team Beacon VP–** Nina Plasencia *(10 minutes)*
	+ Discuss role of VP (and President)
		- VP - Support the President
		- VP - Step up into President the next year
		- President jobs
			* Set agenda and run meetings
			* Act as the official rep of the PTO to principals
			* Coordinate with Anchor
			* Attend Open House at the beginning of the year and get people signed up for newsletter
			* Speak with new parents
			* Attend new parent orientation (K parents and new to Dexter)
				+ Who we are, what we do, how we fundraise?
			* Communicate regarding PTO activities
			* Put out weekly newsletter
			* Be the hub of all of the information and liaison with all stakeholders
			* Work with the teachers to communicate
			* Help with events
			* Work with treasurer on the budget over the summer and then keep an eye on it throughout the year
			* Organize the summer PTO meeting
			* Have all the historical info about what happened before
		- We can split it across two people like a co-chairing thing
		- Don’t need decision tonight, but do need to have someone soon so Nina can start passing info
		- Nina promises to help
		- Probably should be a current chair who understands what is going on
		- Nina can just appoint someone in a pinch
		- Low drama
	+ Answer questions about commitment
	+ Enlist volunteer(s) for near future appointment of VP with intention of transition to President role for 2020/2021 school year
* **Committee Chairs Updates**: *(1 minute)*
	+ Box Tops – Caroline Ashenfelter
		- March 1 is the next deadline
		- Ryan can send it out in his newsletter
	+ Fundraising – Alicia Jensen
	+ Grants – Kim Marinelli
		- Teachers are getting better about spending money allocated to them
		- Maybe encourage parents to submit some ideas
		- Next meeting we will vote on grant apps
		- Last time we funded them all
		- Need to reopen the link
		- Doesn’t need to be a big grand event – we are granting stuff like Clorox wipes and hand sanitizer
		- Classroom grants are $200/teacher and $400/specials – automatically awarded – use it if you needed
		- Grant requests are beyond classroom grants and are allocated in the beginning and any leftover event money
		- Grant requests for the next wave is opening now
	+ Lost & Found – Brittney McClain, Jennie Sharp
		- Always a mess but kids are getting stuff
		- Communicate to check both spots (Anchor and Beacon)
		- Maybe buckets or crates for hats, gloves, and hooks for hanging
	+ Social Media – Kimberly Haner, Jen McVay
		- Zap Zone title “Anchor and Beacon Fundraiser at Zap Zone”
		- Art Night title “Art Night” – event is happening at the same time but unclear how blended it is – kids can go back and forth between the two
		- Need the future dates for meetings
	+ Staff Appreciation – Julie Evanchek, Kelly Messing
		- Pastries from Zing
	+ Web Master – Casey Liska, Kevin McClain
		- Grants are on there
		- Updated the format
		- Easy to add as needed
		- Make a page for incoming kids
	+ Yearbook – Ashley Hopkins, Elke Meek
		- Order it!
* **Current Volunteer Opportunities:**
	+ Zap Zone
	+ MIRM Door Decorating and Lunch readers – coming soon!
	+ Watch DOGS ongoing
* **Open Discussion**: