

Logan PTSO Meeting Minutes
March 13th, 2019
Logan Mini Theater 9am

Attendees: Will Wright, Susie Guest, Christina Shinsky, Kerri Randall, Pamela Fine, Lily Guzman, Tierra Jackson, Jen Stieve-Swarup.

Meeting start time: 9:00 am

Principal Report – Will Wright

- We have now had two full weeks of school.
- Reading and Art Night—families had a lot of fun.
- Book Fair—was very successful.
- Friday Folders—Parent input sheets for next year
 - This will tell us who will be here next year so we know the census. If you know anyone coming or going please let Mr. Wright know.
- Office Secretary
 - Christy Landefeld has accepted this position and replacing Mrs. Brown.
 - Start date is 3/18.

Teacher Report – Tierra Jackson

- NAAPID—Thank you to all the families who came and participated.
- Academic Games—MI League: Won two 3rd place trophies.

Officer Reports

- President – Susie Guest
 - Sarah Jenkins Report (sent to Susie)
 - Book Fair-- We are up \$1500 from 18'-19' school year. Sarah thinks this could be from staying open before/after school and for more days. She liked the timing of book fair also this year.
 - Drummunity was successful.
 - Brain Stormers: The event went well in March and the next one is June 7.
 - Parent concern
 - Fire in the Lower El boys' bathroom—it is being handled by Will.
 - Jen Stieve-Swarup asked if we could utilize the A-frame announcement board that PTSO owns to promote any upcoming events. It was stated that the Heritage Festival sign on the A-frame was a great way to notify families of the upcoming events but that it has never been back out front after the first day. It was suggested to keep the A-frame in the breeze way or office so that it can be set out in the morning and brought in after school.
- Treasurer – Kerri Randall
 - Deposits: \$2,630.15
 - Payments out: \$-1,799.55

- LEGO league has their own budget line and are their own entity.
- Mrs. Allan used her teacher voucher.
- 5th grade Planners/Locker Fund
 - Kerri will purchase 46 locks. There are some left over from last year that will be put toward this year.
- Secretary – Jen Stieve-Swarup for Aron Butler
 - Jen Stieve-Swarup motioned to approve Feb 19' minutes.
 - Minutes approved.
- Fundraising Chair – Christina Shinsky
 - Spring Silent Auction: We will ask for a straight \$20 from anyone interested and that will get you, instantly, a gift card from the Gift Card Tree. The tree will have various dollar amount values of gift cards you pull one right as you give your money. Baskets will be available. No bidding. Shorter and more streamlined.
 - More communication in advance for the Spring Auction
 - Utilize Friday Folder.
 - Fundraising for Spring Auction
 - Solicit local businesses for goods/services. Start with PTO members to ask first then reach out to the school community. Give out a Year to Year list of previous business that we have reached out to in previous years.

Committee Chair Reports

- Science Fair – Kerri Randall
 - See Budget Meeting #15.
- Heritage Festival--April 16
 - Budget \$100; the committee is fine with this dollar amount.
- Goals—Pamela Fine will update the 2019-2020 Goals minutes with the revisions below and send out to the PTSO members.
 - Set budget for the following year.
 - #3: Need an Apr 19' Budget Meeting for Fall 19' school year.
 - 4/10/19—Staff meeting where PTSO Board Members should attend to go over next year's budget with Staff.
 - End-of-year goals for assemblies (from Sarah Jenkins, not present):
 - She will have a survey for staff to fill out to determine what programs we keep, remove, or add.
 - Book Fair goals (from Sarah Jenkins):
 - Suggest aiming for the same dates next year, and selling through the whole week again. Discussion of learning more about the teachers' schedules to see if they could adjust when the students attend the fair.
 - Consider announcing at an assembly prior to the fair.
 - Try to increase e-wallet use, volunteer participation.
 - Try to nail down budget/fundraising goal for equity.
 - Do we do another Book Fair to only support the library? Can we transfer the Book Fair money access from the Book Room to the Library.

- #4: New Family Tour Event
 - Held before Popsicle with Principal Welcome night.
 - Pick the date before we go on summer break.
- #5: Social Media
 - Give a survey to families inquiring where families are getting their updates from. Try to focus our energy into one area; Logan website or Twitter/FB?
 - Recruit for new webmaster person because Rebecca will be moving on.
- #8: Academic Coordinator (Sarah Jenkins)
 - Asking to increase budget to 5k or 6k for fall 2019. She would like to do a survey to teachers and families to determine what people are interested in for future years.
- #9: 3rd Grade Camp
 - This event is included in Field Trip line item.
 - This year we used 1 bus and 1 U-Haul; it worked very well per teachers and more economical.
- #12: Volunteer Fair
 - This did not happen this year, but we introduced everyone at the first of the year PTSO Welcome meeting and asked for volunteers at that time. For the Fall 2019 PTSO Welcome meeting we should set up a volunteer table with a sign up sheet and a list of events we perform. We will also send out the volunteer form in the Friday Folders at the first of the year, as done in previous years.
- #13: Add additional Book Fair for sole profit to benefit the Logan Library.
- #14: Additional Questions
 - Longer termed fundraising Campaign –Christina Shinsky will help get this organized.
 - Rock Wall--\$5k- for all the equipment
 - Sheds for outdoor equipment
 - Ask MI Fitness for donations to help with the rock wall.
 - Adding Separate lines for PTSO Dues and another line for Long Term Fundraising Donations on the beginning of the year letter sent home from PTSO. The Long Term Fundraising Donations would note what our goal purchases would be so families are informed.
- #15: Science Fair
 - Dave Randall would like to keep with science projects during the day.
 - Also could we make it a requirement for 5th graders to participate?

Adjourned at 10:00 am.

Next Meeting Date: Wednesday April 3rd at 9am in Logan Mini Theater.