

PLATTE RIVER ACADEMY  
PTO Board Minutes  
August 17, 2009

Attendance: Nicole Cimbura, Pamela Carter, Crystal Lytle, Eric Bookman, Susan Klee, Debbie Montelli, Cindy Osoro, Shelly Torgerson, Dana Ulrich, Carrie Brill-Heim, Bob Barber, Cheryl Tiedgen, Kathy Johnson, Marc Shupe, Kathy Galhegos, Diane Phillips, Kent Conely, Marcia Brauchler, Kevin Sewell

Meeting called to order at 6:39 pm.

1. Taste Test with Revolution Foods

- a. California based company, represented by Kate Mayer, was introduced by Cheryl Tiedgen. Company was created in 2006 in Oakland, California by educators looking for a “healthy food” option for charter schools. A teriyaki chicken with noodles and side Caesar salad were brought to taste. Highlights of Revolution Foods:
  - i. Milk, fruit and vegetable provided everyday
  - ii. Freshly prepared and delivered every morning in individual lunch box
  - iii. Salad and sandwich option as well as dairy free and vegetarian option offered daily
  - iv. Facility is nut free and “green” with “green products”
  - v. Free / reduced lunch options for those in need
  - vi. Offers an online ordering with credit card option with the choice to order from 1 week up to 2 months at a time (but there is a .10 fee/ meal charge per transaction for credit card)
  - vii. Partners with whole foods
  - viii. Prices are \$3.10 for smaller meal with milk (650 calories), \$3.20 for larger meal with milk (850 calories), \$3.05 w/o milk for smaller meal, and \$3.15 w/o milk for larger meal.
  - ix. Offer faculty lunches for \$4.25 (includes side salad) and field trip sack lunches as well
- b. Discussion on Revolution Foods: Cheryl was asked her pros and cons on the company: Pros were the healthy food aspect, full meal included, easier to deal with (no menu to create), and the variety. The Cons were 9-11am delivery time (who will accept, count meals, etc.), foods in warmers for entire morning, portion sizes would be smaller, cost of another warmer (each warmer holds 216 lunches), need to mark up would be higher to keep lunch staff and or profit.
- c. Vote was taken and 4 people voted yes for Revolution foods, 9 voted no and to revisit in May.

## 2. Approve Minutes

Minutes were distributed for July 13<sup>th</sup> meeting. Eric moved to approve the minutes. Pam seconded the motion, which unanimously passed.

## 3. Treasurer's Report

Eric distributed financial report for July 1<sup>st</sup> thru July 31<sup>st</sup>. He stated that this was not a full report - it did not include the funds available because no budget has been set. We would need to go through our committee reports, create our budget and then we would have a better idea where we will stand for the year. According to his numbers we have a rough number of \$30,000 of available funds. August's report would be a more complete and accurate report. Nicole moved to approve July's Treasurer's report; Cindy seconded the motion which unanimously passed.

It was then proposed to go through the budget: (main discussion points)

### a. Income:

- \*Bonus funds were addressed as a category for parents who would like to donate funds without having to "fundraise" or extra money that would come in with no fundraiser attached.

- \*Grocery scrips were agreed to order 55 cards twice a year for reason that it would be okay to have over flow for the next year and to maximize value.

- \*Interest/dividends on savings were kept same due to uncertainty of inflows/outflows and interest values of year

### b. Expenses:

- \* Educational Enhancements (teacher/school requests) were discussed because many felt the cost was not enough. We went over last year's budgeted number and have already had requests for 1/3 of the amount (uniforms – discussed in new business section). After brief discussion it was agreed that the budget should be raised to \$8,725.

- \*Hospitality budget was also under discussion because of the increase from \$2,000 to \$2,450. Crystal's reasons were that her events were tremendously popular and that they benefited the whole school and community (donuts for dads, Muffins for Moms, Veterans Day).

- She was also approached by SAC to help with the Core Knowledge seminar (refreshments and hospitality for the speaker). Everyone agreed we should partner with SAC but that Crystal should include that new event in her proposed budget numbers.

- \*Middle School's budget was proposed \$1,000 from \$750. Most felt that was too big of an increase since middle school does their own fundraisers. Debbie stated that they would use it for the dances (decorations, DJ's, etc.)

Eric asked for a compromising number and Debbie agreed on \$875. (there was a \$700 request for 8<sup>th</sup> grade gift for CD produced by Mr. Wosley last year that was included in last year's numbers).

\*Social Committee was brought up for discussion because Dana's proposed budget of \$4,000 was deemed high by some. Dana's reasoning was that she was planning 4 events, starting with the Run/Walk. From her experience last year, her spring event cost about \$1,300 and movie night was about \$500. She felt that if she were to do 4 events properly, then her budget was right in line. Some discussed maybe doing only 3 events or 4 less expensive events in order to trim her budget number. Dana agreed and finalized on \$3,500 for the Social committee.

\* Staff Appreciation Committee increased their budget slightly, but it includes staff birthday gifts, grab bags, teacher appreciation week, and 6 teacher in service days. Shelly felt that it was a lot of money and that if necessary she understands the cuts, but that her committee was very resourceful and did a great job with what money they did have. Everyone agreed that this was a necessary budget and that the teachers were well deserving of all of it.

Eric made all appropriate changes to the budget after full discussion from the board. Debbie moved to approve the budget for the 2009-2010 school year. Cindy seconded the motion, which unanimously passed

#### 4. New Business

- a. Nicole passed around sheets for the following:
  - i. PTO Committee list – verify information and change anything necessary. Board List Sign up sheet.
  - ii. Sign up sheets for Back to School Nights and Baskin Robbins.
- b. Fund Request – uniforms for 6<sup>th</sup>-8<sup>th</sup> grade sports teams
  - i. Requested by Kent Conley and Kevin Sewell for 9 sports for entire year. Uniforms will be kept at PRA and reused. Need 15 for each sport (first 3 are cross country, football, and volleyball). Cost of uniform is \$35 each, totaling over \$3600 for all sports for the year. PRA set the registration fee at \$40 and can not increase the fee this year to include uniform costs. Cindy suggested that the teams fundraise and take ownership in their uniform. Debbie agreed and offered to help the teams get started. Kent said they have no back up plan yet and that they are still in the beginning stages but any help we can give them would be great. He also showed us game day t-shirts the player will be able to wear that were donated.

Many had issue if the uniforms would last, who would be responsible/accountable, and what kind of system would be in place. Pam asked if they had to be the specific type shown at the meeting. Kent expressed that the type was what all the teams in the league were wearing. After board discussion, it was agreed that PTO would fund \$1,225 (1/3 of the total annual cost of the uniforms) as to not deplete the entire educational enhancement budget before the school year truly began. This would be enough to get the sports program started for the fall sports. Eric moved to fund \$1225 for uniforms, Debbie seconded the motion and all were in favor.

ii. Request for copy fee of \$1,500 for upcoming year. Debbie moved to approve the fee; Cindy seconded the motion, which unanimously passed.

- c. Needs for current school year: School is looking at Permanent storage outside of the school and also a room for a kiln. The kiln has already been donated, it just needs a room.
- d. Spring Fundraiser Idea – Debbie would like to have a Casino Night in the spring. Her estimated budget is \$4,200 with a hopeful profit of \$25,000. Money would be made on selling tables and tickets. Event would include beverages, admission, chips, donations, sponsors, etc. People would play/gamble for prizes. There may also be an auction for a few selected “high-end” items. Pam motioned for Debbie to move forward with the Casino Spring Fundraiser, Dana seconded the motion and all were in favor.
- e. Breckenridge Fundraiser – Kim Klein has offered to chair the Breckenridge fundraiser again selling 2 night stays for \$40. Some said rooms were not good 2 years ago and this may deter families from participating in this fundraiser. Others said that regardless it was a simple and pure profit fundraiser so why not run with it. Cindy moved to approve the fundraiser with Pam seconding the motion. All were in favor of the fundraiser.

## 5. Committee Reports

- a. Bake Sale – Pre-paid punch card is in the works and is approved.
- b. Box Tops – no report.
- c. Grocery/Scrip – no report
- d. Hospitality – PTO will be teaming up with SAC for the CK seminar.
- e. Hot Lunch/Milk – Cheryl will be looking for a menu coordinator.
- f. Middle School – no report.
- g. Peach Sales – no report
- h. Restaurants – Baskin Robins is scheduled for Sept. 14.
- i. Sally Foster – no report
- j. School Supplies –no report.

- k. Silent Auction/ pavilion - Debbie had update on the pavilion. Starting work soon on the pavilion. Bill Sigler Landscaping will do the landscaping and drainage. There will be 2 pavilions for \$10,850, came in under what originally thought. Board needs final approval.
- l. Social –Dana looking for more chair people. Thinking of doing a movie night in December and something in the spring. Diane reported on the Run/Walk. They have about 10 committee members, 35 letters sent out, 3 sponsors are the goal, looking for food as of now. There will be a kids' run 1k, a 5k, and the snooze. They will send out a save the date letter in the upcoming newsletter. Event will be held on November 8<sup>th</sup> at 8am. Looking for design for long sleeve t-shirts. Possibly use 8<sup>th</sup> grade design contest. Getting 2 bids and one may be a possible sponsor.
- m. Spirit Wear – staff shirts are in the works.
- n. Student Directories –Donelle will be stepping down and will need to find someone after this year.
- o. Used Uniforms – Cindy had reported that Jamie is doing a great job and that all her work has already produced a deposit of \$800.
- p. Teacher Grants –no report.
- q. Teacher Appreciation – no report
- r. Bulletin Board –no report.
- s. Coca Cola – Carrie received the pin and is getting started - we will earn equipment for the school.

5. Vice Principal's Report – no report

The next meeting is scheduled for September 14, 2009 at 6:30pm. No further business to be discussed. Meeting adjourned at 10:44pm.