

## **Ridgewood PTO Meeting- March 13<sup>th</sup>, 2018**

Meeting Location: Media Center at Ridgewood Elementary

Gym Helpers: Ella McWherter, Sophie Roberts

Call to Order- 7 PM

- Welcome and Purpose
  - We exist to support our school: teachers, students and parents
  - Yellow cards on table are for anyone to jot down questions, concerns and ideas
- Approval of February minutes
  - Danielle Motions, Jen 2nds, Motion passes; minutes approved
- Staff Recognition
  - Mr. B (Bus Driver #63)- focused on kid safety on busy roads, going above and beyond
  - Mr. Chad (Bus Driver #65)- truly connecting with and caring about kids beyond driving their bus
  - Mrs. Barrett (3<sup>rd</sup> grade)- caring, concerned and positive with kids, makes them feel their issues are important, while coaching them how to work through anything
- Committee Reports
  - Treasurer Report (Elaine- Asst. Treasurer)
    - Spirit wear: December Sale profit \$1095, February Sale \$183
    - Kroger Community Rewards: have received \$765 back from Kroger from 20 families!!
      - Let's enroll more families! Grandparents, family members in other cities who shop at Kroger can do it too! Must be updated every April!
      - \*\*Idea- have teacher's send out a paragraph about this in their class newsletter.
    - Through February \$45400 income, approx. 70% of forecast
    - Get Air- donated additional amount above earned at spirit night
    - YTD expense is about 52% of budget
      - So tracking well- spend rate is slower than earn rate
  - Principal Report (Mr. Buchman not in attendance- ill)
    - Safety Meeting- here 6:30-7 (before PTO Meeting)
  - Road Runner Run (& Family Night): April 20<sup>th</sup>
    - Looking for help: Volunteer coordination, Sponsorships, Publicity
    - Wellness Committee- providing post run snacks
    - Water bottles donated
    - Food Trucks: Mojo To Go, OBurger, Mikey's Late Night Slice, Kona Ice
    - \*NEW THIS YEAR- Movie after around approximately 8:30 pm
    - Need help getting the word out to the community and need sponsors
    - Shoe Fundraiser- donate old shoes to raise money for school and send to 3<sup>rd</sup> world countries
    - OFFERS TO HELP: email Jill Snyder: [jillrsyder@gmail.com](mailto:jillrsyder@gmail.com)
  - Hospitality- Teacher's Appreciation week coming up will be similar to last year's which went awesome
  - Publishing Shop – Always looking for helpers to glue covers!
  - Wellness Committee-
    - Taste test Tuesday was today- Green smoothies and hummus with tomato
    - Printables for Earth Day will allow students to make an Earth Day pledge
    - Composting garden soon, garden club starting in April
- Old Business
  - On-line Auction- April 8<sup>th</sup>-15<sup>th</sup>
    - Currently collected items: Clippers Family Pass, Crunch, Girl scout cookies, Get Air, Graeters, Hilliard Athletic pass, High end pillows, photography service, roosters, oil changes, gymnastics, American girl doll, CATCO / CAPA tickets
    - Tuesday April 3<sup>rd</sup>, 7pm -Meet to combine items / create baskets (location TBD)
  - Teacher Raffle Update
    - Will hold at Roadrunner Run; this is only way to pull this off due to district policy preventing individual prizes during school hours.

- End of Year celebrations:
  - Field Day & Lunch on the Lawn (TOGETHER) May 25<sup>th</sup>
  - Last Day parties- run by room parent
- 2018-2019 Elections- Will vote at Next meeting (\*See Descriptions below)
  - Elected positions: President, Vice President, Treasurer, Asst. Treasurer, Secretary, ISPTO
    - President, Vice President, Treasurer, Asst. treasurer and one of two ISPTO MUST change according to bylaws, other officers (secretary, one of two spots on ISPTO) could stay in place or could change
    - Also looking for committee heads for 2018-2019 school year
- Adjournment- Danielle motions, Kirsten 2nds, meeting adjourned

**THANKS TO ALL PARENTS FOR COMING! YAY!**

**2017-2018 School Year PTO Meeting Dates:** April 10, May 1

**Spirit Nights:** April 10<sup>th</sup> (4-8pm) Chipotle, May 17<sup>th</sup> (ALL DAY) Pulp

**PTO Website:** [www.hilliardschools.org/rgw/pto](http://www.hilliardschools.org/rgw/pto)

**PTO Facebook:** Ridgewood Elementary PTO

### **PTO Elected Officer Positions for 2017-2018 School Year**

#### **President**

The president shall preside at all meetings of the organization; shall perform such duties as may be prescribed in these Bylaws or assigned to him/her by the organization; shall coordinate the work of the officers and committees; and meet with the principal to keep him/her abreast of all organizational activities.

#### **Vice President**

The vice president shall act as an aide to the president and serve in his/her absence.

#### **Secretary**

The secretary shall record and report on all minutes of the organization and executive committee meetings. The secretary shall, within 5 days after a general meeting, make available copies of the minutes from the meeting, and the minutes shall be posted online.

#### **Treasurer**

The treasurer shall:

- A. Have custody of all funds of the organization and shall keep a full and accurate account of all receipts and expenditures as stipulated by Ohio Revised Code.
- B. Present a financial statement at each meeting.
- C. The records shall be examined annually by an auditing committee appointed by the president. They shall certify this statement with their signature. This report shall be made to the Executive Committee and is to be kept in the PTO records at the conclusion of the fiscal year.
- D. All bills must be submitted to the treasurer for reimbursement from the proper funds, using the proper paperwork, i.e. check reimbursement form. All requests must be accompanied by receipt.
- E. The treasurer shall reconcile monthly bank statements and present it to the PTO president or principal within 10 days of the most recent bank statement.
- F. All currency deposits must be counted by two (2) persons and verified by the treasurer before deposit.

#### **Assistant Treasurer**

The assistant treasurer shall act as an aide to the treasurer and serve in his/her absence.

#### **Inter-School Council Delegates (ISPTO)**

The inter-school council delegates shall:

- A. Delegates shall attend the meeting of Hilliard City Schools Inter-School Council of Parent-Teacher Organizations.
- B. Report information from these meetings to the PTO.