



GRANBY PTO

PTO MEETING - KELLY LANE PRIMARY SCHOOL

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| DATE | October 2, 2024 | TIME | 6:00 pm | FACILITATOR | Melissa Dethlefsen |
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| PTO MEMBERS | | | |
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| Melissa Dethlefsen | Alison Dion | Kelly Giannuzzi | Allyson Bienia |
| Stacy Sikorski | | | |

| TIME | ITEM | OWNER |
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| 6:00 | Welcome | |
| | Overview of PTO for 2024/2025 | Melissa |
| | Board Member introductions | Melissa |
| | <p><u>Committee signups</u></p> <ul style="list-style-type: none"> ● room parent sign ups ● Current committees - Sign ups will be through the website. We are looking for Volunteers for all events. <ul style="list-style-type: none"> ○ Holiday shop - this will replace the book fair and take place during December conferences. All items will range from \$0.25 to a few dollars. The supplies will arrive on Monday and we will set up on Tuesday. Shopping will take place Wednesday through Friday. Students will also have an opportunity to see and make a list of items they would like to purchase. We will have volunteers to help the students with these purchases. Families will also be able to shop, this is not a student only event. Cash or preloaded online accounts can be used to purchase items. However, the money loaded to the online account will not be able to be refunded if not used. <p>We are hoping to also provide teacher snacks, raffle items and scholarships for kids to shop.</p> <ul style="list-style-type: none"> ○ 5th Grade Picnic ○ Spring book fair will take place at Wells Road and Kelly Lane ○ Geissler's - percent of purchase goes to PTO | Melissa |

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| | <ul style="list-style-type: none"> ○ teacher appreciation week ○ We are looking to possibly replace the Artventures event from last year. <p>*ALL VOLUNTEERS - background check paperwork needs to be submitted for anyone looking to volunteer for an event. The background check can take up to 6 weeks. It is recommended to submit the paperwork as soon as possible. The forms are provided by the front office. The background checks are good for 3 years.</p> | |
| | <p><u>Budget review</u></p> <p>We are always looking for new fundraising ideas</p> <p><u>Past and current income opportunities:</u></p> <ul style="list-style-type: none"> ○ art projects, box tops, book fair, donations (corporate, check to see if your employer will match your donation) ○ penny wars in the classroom - winning class to get an ice cream social <p><u>Expenses</u></p> <ul style="list-style-type: none"> ● author visits, picnic, book fair, leftover merchandise, supplies, hosting for web page, insurance, fundraising expenses, field day. <p>Allison also wanted to remind everyone that all items purchased are tax deductible.</p> | Allison D. |
| | <p>Open discussion</p> <p><u>Questions:</u> Allyson B. asked what merchandise items do people want?</p> <ul style="list-style-type: none"> ● We are looking for some new designs and having an online store to purchase and ship individually to peoples' addresses. ● These items will also be sold at PTO events <p><u>Website updates</u></p> <ul style="list-style-type: none"> ● We are working to update the website to include <ul style="list-style-type: none"> ○ links for events ○ links to our merchandise vendor ○ reimbursement of committee related expenses - you will be able to submit reimbursement requests directly to the treasurer via a link rather than individual emails. <p><u>Events/Fundraising ideas</u> - There was a lot of discussion around past events and bringing back some of the most popular ones.</p> <ul style="list-style-type: none"> ● Jog-a-Thon: parents expressed a lot of support for this. In the past this was a very successful event ● School dance ● Local restaurant give back nights. Some possible locations include, Dragos, Jake's Wayback, Bear's Den, TJ's Burritos ● Plant sales ● Parents Night Out event ● Door decoration competition | All |

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| | <ul style="list-style-type: none"> ● Teacher Appreciation week - Alison D. asked what teachers would like. Some ideas included bringing in lunch/breakfast, raffles and giveaways. ● Bridging ceremony <p><u>Other items</u></p> <ul style="list-style-type: none"> ● Parents would like to see better communication from the board when it comes to the flow of information, as well as committee sign-ups and a list of what events bring money into the PTO. <ul style="list-style-type: none"> ○ Melissa acknowledged this concern and assured the parents that the PTO will be working on the way we communicate to the parents. The website is going to be revamped to include more information and links to be more user-friendly. The Board is also going to be sending out information in a newsletter, as well as utilizing the Granby PTO facebook page to be more visible to parents. | |
| | <p>Next meeting November 7th - Wells road</p> | |
| 6:55 | Meeting Adjourned | |