Minutes

**June 9 2016 FCS PTO MTG**

Present: Becki Buck, Kim Cockle, Laura Habecker, Cassie Hennard, Shannon Reed, Barbara Stanton

Resource People: Michael Dodge

Welcome: Laura Habecker called the meeting to order at 3:35 p.m. and welcomed members

Review May Minutes and approve for records – Laura Habecker motioned to approved minutes; Becki Buck gave second; all approved.

President update:

* + **Grant signed –** Laura signed this grant for monthly family participation nights in after school programs. This is to help fund events such as the movie night. Members will be updated if it is approved.

Report of Committees for the 2015-2016 school year.

* + **Book Fair Staffing** (Cassandra Hennard) – not present at the time of report, but Becki shared that there were several volunteers during the Art Festival and more volunteers helping Friday, June 10. Suggested that a sign-up sheet be provided for next year. Thank you to those who helped! Since Mrs. Anderson will be having a baby in Fall 2016, there would not be a Fall Book Fair. In order to have the Buy one get one free Spring Book Fair, we need to have one in the fall. Shannon Reed and Laura Habecker will be co-chairing the committee for hosting a Fall Book Fair.
  + **Field Days** (Laura Habecker)
    - K-4 is June 20, 9:00 am to 2:00 pm
    - 5-6 has been changed from June 22 to June 21, 10:30 am to 2:30 pm – Students will participate in some activities, then come inside for award assembly, then finish any activities they have not completed on June 22nd.
  + **Class of 2016 Parent Support** –No requests have been made of the PTO for assistance to date.

Looking ahead…

* + **PTO Advertising & volunteer communication** – we would like to improve getting the word out that we are having meetings and about activities. Shannon suggested that we put it on the main web page and on the district calendar and Newsletter. In order to have it put in the K-4 Newsletter, Dr. Butler would need to be contacted. Kim Cockle will contact Jon Beardsley and Sue Peet for the web site and calendar respectively as well as Dr. Butler for the K-4 Newsletter.   
      
    We would need to contact individual class teachers to see if they would be willing to include this information in their individual parent letters. Kim will also set up a PTO Facebook page.
  + **Second Secretary –** a co-secretary for day time meetings is still needed.
  + **Executive Board** is scheduled to meet on Tuesday, June 14 at 3 p.m. at the school. Laura asked members if they have had any agenda items.

Next meeting is tentatively scheduled for September 8, but will be confirmed once the Executive Board has completed the calendar of meetings for the 16-17 Academic Year.

Open Floor: Do any members have suggestions for activities they would like to do next year? We will be having a table at Open House to share information with community parents.

There will be the movie night in October or November (date not confirmed at the time of this meeting). There was discussion regarding having the Book Fair in November. Looking for activity suggestions for January – March 2017.

Kim will create and maintain an email distribution list.

Laura motioned to close the meeting, Barbara Stanton gave second; all approved.

Meeting adjourned at 4:04 p.m.

Respectfully submitted,

Kimberly Cockle