

Lakewood PTO Meeting Minutes
April 6th 5:00pm-7:00pm
Virtual Meeting Via Google Hangout/Meet

Call to order 5:02pm

President Update (Amy Zampi)

- February minutes: Approved
- Thank You
 - From parents: We appreciate all of the work Mr.Latour, teachers and staff have been putting in. We are very grateful!
 - From PTO board: Thank you Dan Appledorn for all of your hard work on the auction this year! It was a very successful event.
- Events for the remainder of the school year
 - Cancelled
 - They will be revisited at a later date. We do not know what will happen before June with COVID-19 and gatherings
 - Summer Celebration
 - International Night
 - 5th Grade Camp
 - The camp is sending back all of the fees except the deposit (will be kept to hold 2021 spot)
 - Parents will get all of the fees back
 - Checks to be written out manually by Annalee and sent to Nina so she can mail them to families.
 - Not Canceled
 - Teacher Appreciation
 - Something will be put together to show the teachers we appreciate them
 - \$1000.00 budget still
 - Yearbook
 - Amy is still working on putting a yearbook out
 - Anyone who has pictures they should be sent to Amy
 - 5th Grade T-Shirts
 - Elizabeth Recla to send both classes shirt sizes to Amy
 - Details to be figured out
 - 5th Grade Graduation
 - LAK staff is working on something for a later date
- Many families have asked about sponsoring families that need a little help
 - From Eddie: District is directing people to Food Gatherers and Great Harvest to make donations or see what other needs they have.
 - Above to be put on PTO webpage by Jenny Jacka
- PTO Elections to happen in May

- If anyone knows friends that might want to run for any positions let Amy Zampi know
- So far Amy Zampi is running for President
- Annalee Appledorn is interested in Vice President
- Sam Starcher is running for Secretary
- Rebecca Priest is the Treasurer (no one can run seeing as they are replaced by the Treasurer in Training from previous year)
- Kim Gardner is interested in Treasurer in Training (2 year commitment seeing as they will replace Treasurer the following school year)
- Theresa Taylor will stay on as Volunteer Coordinator but is wanting a Co.
- Kelly Ganamet will stay on as Fundraiser Chair
- Communicating to LAK community
 - Better to communicate via Facebook but we can put things in Eddie's weekly updates if need be.
 - Activities are great to share on the FB page for other parents
 - Parents do not feel it's too much communication from PTO.

Treasurer Update (Annalee Appledorn, Rebecca Priest)

- Checking Account: \$64,362.05
- Savings Account: \$10,002.53
- Income for the school year
 - \$67,511.84
 - Being held for other groups and not PTO funds
 - \$8,488 (5th grade camp)
 - \$3,314 (book fair)
 - \$1,078.05 (Art to Remember)
 - We have \$66,770.00 budgeted for expenses
 - Only spent \$39,492.55 so far with a potential for more
 - Adjusted amount with the held funds taken out \$31,546.55
 - Does not include field trips or assemblies that took place already
 - Still have to account for other Capital Expenses totaling \$9,816.09 for headphones, painting, under desk bands, pedal bikes and emergency community gift cards
 - We will have to pay PTO insurance \$495.00
 - Bussing from field trips already taken, Teacher Appreciation (\$1000) and 5th grade T-Shirts \$1,500 (\$25x60 students)
 - Move to approve another \$5,000 for emergency community gift cards: Approved
 - Move to approve \$500 for resource kits: Approve
 - paper , markers, crayons, pencils etc.
 - To be put together by Mr.Latour and support staff

Teacher Update (Cassandra VanOyen)

- Will there be Spring discretionary checks?

- Decided at this time: No
 - We are going to concentrate on community first then we will revisit closer to the end of the “school year”
- Refunds for field trips
 - Email Rebecca Priest with receipts
- Might have access in May to get in the building to get checks out of the safe
 - Rebecca to arrange to get them as soon as the school is open again
- Cassandra to see who else needs refunds for field trips
- Cassandra to have Elizabeth Recla send 5th graders shirt sizes for t-shirts
- Anyone with Online Learning feedback can forward to Cassandra

Principal Update (Edward Latour)

- Thank you for your support!
- Distance learning
 - Where we have been
 - School was closed for 2 weeks then changed to indefinite future
 - Online within 24 hours
 - Professional Development for teachers/staff for online platforms
 - Next week
 - Build the online community
 - Teachers giving out 1 optional activity to do
 - Simple & low stress
 - Spring Break
 - Was used to unplug and recharge
 - Continue the daily activities until our plan is approved by state
 - Handing in Wednesday
 - 10 weeks in total for DL
 - Include all the supports (SISS, EL, reading etc.)
 - Start next Monday
 - More PD for teachers this week
- Suggest on a Town Hall with parents
 - Splitting into maybe 2 sessions?
 - A-L
 - M-Z
 - Eddie to look into
- No Zoom meeting moving forward
 - Privacy reasons from the district
- Parents are free to reach out to ANY staff member and we will help best we can
- Staff Raffle
 - Students that won will get their experiences in the Fall
 - 5th graders
 - TBD
 - Still figuring it out with staff

- Garden Help
 - Maybe with social distancing
 - Eddie to work with district
- No answers on 20/21 school year
 - Everything that teachers are putting out is in preparation for the upcoming school year
 - We do have 20/21 school year in mind
 - Class lists have not been started but constantly thinking about

Co-Volunteer Update (Sarah Nelson/Theresa Taylor)

- Dana Knott might be interested in helping Theresa next school year

Fundraising Chair (Kelly Ganmet)

- Restaurant Nights
 - Panera, Dominos
 - Canceled for now will revisit in May (month to month basis)
 - Noodles in Company
 - Could do online for 50% kick back
- Push out the online platforms that community can still help fundraise on FB page
 - Amazon Smile
 - Kroger
 - Mables Lables
 - Etc.

Open Floor

- 5th Grade Camp refund checks
 - Nina, Rebecca and Annalee
 - Get in touch about a process
 - Nina to send amounts each family with just names
 - Send to Amy, Annalee and Rebecca
 - Eddie to put in weekly announcements about Update for 5th grade camp info
 - Can Annalee and Rebecca start manually writing out checks from check book?
 - Yes. Give to Eddie when finished
- What does closing the building look like?
 - Eddie
 - We do not know yet
- Next week meeting May 4th from 5pm-7pm

Meeting Adjourned