

PTA MEETING MINUTES

Riverview Elementary School

April 5, 2022 7:03 PM | Meeting called to order by Emily Gentithes

In Attendance

2021-2022 PTA Riverview Board Members in attendance: Emily Gentithes (1st Vice President), Joy Newingham (2nd Vice President), Jeana Favaro (Secretary), Susie Steinhauer (Historian), Lauren O'Brien (Council Delegate) and Susan Biskopski (Parliamentarian)

School Representative(s): Ryan Augustine (K-2nd Grade) and Traci Kosmach (Principal)

Welcome & Pledge of Allegiance

Attendees were welcomed and led through the Pledge of Allegiance by Emily Gentithes..

Approval of Minutes

Attendees were given the opportunity to read the March meeting minutes which were also sent out prior to the meeting via MemberHub. There were no questions. Susie Steinhauer motioned to approve the minutes, seconded by Traci Kosmach. All present voted in favor of approving the minutes.

Treasurer's Report

Emily reviewed the Treasurer's Report for March in Ann's absence and noted a \$99.10 deposit from Amazon Smile and 2 expenses, \$202 from bookfair and \$2.20 in bank fees. Joy advised that the bank fee was for the corsages and boutonnieres ordered for the girls dance. Look for more activity next month from Scholastic, the Boys Outing expenses and a Marco's fundraising check.

Lauren O'Brien asked about the transition process of the Treasurer role for her to be set up to take over next year. It has been discussed that Ann will need to meet with Lauren and Megan to plan for next year. There are still open items from last year, including the annual audit and adding Megan to the bank account. It was brought up again that there were outstanding receipts there were to be submitted by Antoinette but the board thought the action was to move forward. It was requested that Ann sort out these details before the transition.

A motion was made to approve the March Treasurer's Report by Lauren O'Brien and seconded by Susie Steinhauer. All present voted to approve the report.

Balance on hand 3/1/22 = \$33,696.53 Balance on hand 3/31/22=\$33,591.43

Principal's Report

School repair project - the roof was repaired over spring break, the lockers are still badly damaged so they are still using laundry baskets for belongings, and the new boiler has been delivered.

School facilities planning - the future site of Riverview will either be located behind the current site or within a campus connected to Kimpton, waiting on property plans.

PTA funded project - still to be determined; the idea is to purchase or create something that will be enduring and able to be enjoyed long term. Mrs K. shared that it would be nice to create a courtyard concept with new picnic tables and awnings/coverings. Susie asked if we voted on the budget for the project, it was determined that once we have the final need from the school/Traci, then membership will vote to approve to move/use funds.

5 year strategic plan - details are available on the district website, it is interactive and useful information everyone should check out.

Sate testing - started today, tech department ready and no glitches so far.

Mrs. K also thanked the PTA for Snuggle Up and Read, it was so much fun and for so little funding.

Teacher's Report

Ryan Augustine also thanked the PTA for the Snuggle Up and Read event. Book fair went smoothly, but buying always takes more time. Teachers are thankful for the book they received, the kids appreciate it too. March was short but the end of year will be busy.

Idea for PTA to support students during state testing and provide something to help encourage and wish them well, maybe a snack afterwards or something. Something to consider for next year.

2022-2023 Board Elections

Susan Biskopski, Nomination Committee Chair presented the slate for the 2022-2023 PTA Board.

This year, there is a full slate. Since Megan and Abbey are not present, voting for those positions will take place next month.

President- Megan Postak

Vice President (Fundraising)- Emily Gentithes

Vice President (Events)- Kalee Cunningham

Treasurer- Lauren O'Brien

Secretary- Jeana Favaro

Parliamentarian- Ashley Guilmette

Historian- Caitlin McNulty

Council Delegate- Abbey Eng

No new nominations from the floor. Voting proceeded for the positions represented in the meeting.

Emily Gentithes, VP Fundraising

motion to accept by Jeana Favaro, 2nd by Joy Newingham, all present voted in favor

Kalee Cunningham, VP Events

motion to accept by Lauren O'Brien, 2nd by Emily Gentithes, all present voted in favor

Lauren O'Brien, Treasurer

motion to accept by Jeana Favaro, 2nd by Traci Kosmach, all present voted in favor

Jeana Favaro, Secretary

motion to accept by Traci Kosmach, 2nd by Emily Gentithes, all present voted in favor

Ashley Gullmette, Parliamentarian

motion to accept by Caitlin McNulty, 2nd by Traci Kosmach, all present voted in favor

Caitlin McNulty, Historian

motion to accept by Emily Gentithes, 2nd by Traci Kosmach, all present voted in favor

New board members or those with newly appointed positions should come with questions for transition to the next meeting.

Open PTA Chair Positions

Kindergarten Celebration Night - Chair position is still open and no one from the meeting volunteered. Jeana asked more about this since it will be coming up next month. Do we just need volunteers to help order things and set up/clean up and does there really need to be a chair? If we wait to talk about it again in May, it might be too late and if we can have one this year, we should.

After much discussion about asking/delegating the 1st grade ambassadors to help, membership agreed it was too short of notice. Traci said she would talk to the teachers about it and the process - order tassels, snack/beverage table, pass out gowns - simple and easy. Ryan will help to coordinate this with the teachers and figure out what should happen this year.

Fundraisers

- Marco's - winner for March was Mrs Millhouse's class, \$508 was earned - K-2nd graders really enjoyed their boxes, April 21 will be the 3rd and 4th grade box night
- Amazon Smile - 99.10 deposit last month
- Box Top - \$58.90 year to date
- Acme Receipts/Amazon Smile – Kelly Kanoza

Council News

Lauren had nothing new to report from Council, she was not able to attend this month.

Old Business Recap:

3rd and 4th Grade Boys Outing - Jeana: only 15 boys attended (30 total attendees), the Stunt Dog Experience was fun, everyone seemed to enjoy it and the time they got to spend with each other. Each student and their guest received a voucher for a snack and beverage while at the show.

Snuggle Up and Read - Emily: 200+ people attended, it went smoothly and the kids really enjoyed it. Thank you to Traci and everyone who helped. The raffles were a big success, used some scholastic dollars to fill them and we ended up with just enough treat bags for the students to take home.

Book Fair - April Miller not present to provide a report but it went very well again this year.

Yearbook - Joy: yearbook has been finalized and submitted to print, we need to formally place the order for 302 students +1 who has moved (303 student yearbooks). Cost is \$15.50/student yearbook. We will also order 20 staff yearbooks which are ½ price, \$7.75/staff yearbook. There will also be shipping fees but not sure how much. Susie Steinhauer motioned to approve buying the yearbooks, Emily Gentithes second. All present voted in favor to purchase the yearbooks, Joy will order them.

Staff Appreciation - Susan: the Meijer \$200 gift card was approved to be used, working within the budget, lunch and the bundtlets are the biggest expense. Lauren will be helping with the logistics.

New Business/Committee Reports:

COSI - Susie: need to know if we will be doing this event next year, if yes we will need to get a date booked and Susie has volunteered to chair it again.

Incredible Kid Week - Emily: if anyone is interested to help plan, please reach out, looking to have it the week after Staff Appreciation (May 9-13), maybe do a spirit week that week for hype - coordinate with Nikki Piland and cross reference the district plans for any conflicts (Susie?)

Spring Party - Emily: if anyone is interested in helping plan, please reach out. Asked Mrs. K if there is a good week, she will look into it.

3rd and 4th Grade Girls Dance - Joy: they are ready to go, just need a headcount - sent Megan the ticket order form but she is on vacation, will send it to Jeannie Blackwell to send home with students, a final headcount is needed by the end of April.

4th Grade Party - Lauren: going to have an ice cream truck (checked allergies) and tie dye shirts in advance for everyone to wear to the party to sign (Emily has shirt sizes), maybe an inflatable depending on what is left after pricing the other items.

Questions/Suggestions

No questions from membership.

Pastor Jim extended an invitation to the church egg hunt this Sunday.

Adjournment/Next Meeting

Emily motioned to adjourn the meeting, 2nd by Joy Newingham.

Meeting adjourned at 8:05 pm.

Next meeting is May 3, 2022.