



**MEETING MINUTES
January 10, 2018**

Welcome - The meeting was called to order at 6:42pm

Those present: Susan Smith, president, Marie Sager, vice-president, Brad Schwer, treasurer, Jodi Matthews, secretary, Principal Roger Gahart (partial time), Beth LaBell, Jennifer Tellez, Nikki Niccolai, Ryan Niccolai, Amy Enright, Julie Bayles

I. SECRETARY'S REPORT

It was noted that September, October, and November Meeting Minutes were up on the school website as of December 7, 2017.

The PSO Meeting Minutes of December 6, 2017, were approved on a N. Niccolai/LaBell motion.

II. TREASURER'S REPORT

Checking	Opening Balance:	\$51,959.64
	Closing Balance:	\$43,807.92
Savings	Opening Balance:	\$456.25
	Closing Balance:	\$456.29

Wish List items, iPads and iPad cases, Christmas party items, and the donation to Jenny Becker payments have gone out. We are still waiting on the final two shelves for the copy room.

We have almost \$27,000 of commitments remaining to pay out.

The breakdown of these commitments is below:

Item	Amount Approved	Amount Spent	Amount Remaining
Technology (2016-2017)	\$ 7,000.00	\$ -	\$ 7,000.00
Copy Room Renovation	\$ 10,000.00	\$ 2,654.12	\$ 7,345.88
Central Homecoming Float	\$ 400.00	\$ -	\$ 400.00
Through Nora's Eyes	\$ 100.00	\$ -	\$ 100.00
POPS	\$ 1,000.00	\$ -	\$ 1,000.00

30 Boys and Girls Basketball Uniforms	\$ 3,000.00	\$ -	\$ 3,000.00
24 Cushioned Custom Chairs	\$ 2,600.00	\$ -	\$ 2,600.00
Ga-Ga Pit	\$ 5,400.00	\$ -	\$ 5,400.00
Banner for Gym Scorer's Table	\$ 100.00	\$ -	\$ 100.00
Holidays Treats/Classroom Gifts	\$ 650.00	\$ 598.52	\$ 51.48
Total	\$ 29,600.00	\$ 2,654.12	\$ 26,945.88

The Treasurer's Report was approved on a N. Niccolai/LaBell motion.

Beth is currently looking into the banner for the gym scorer's table. A better-quality cloth one that won't crinkle versus a vinyl one will be approximately \$150.00. The scorer's table is also narrower than a typical table and the banner will be too large and will need to be taken in.

Beth also has receipts to turn in to Brad; receipts for the Homecoming Float, the Prowl, Paws Store, and Through Nora's Eyes to name a few.

III. COMMUNITY OUTREACH

1. Open Enrollment (message from Beth LaBell) – Open Enrollment takes place from February 5, 2018 through April 30, 2018. Packets need to be assembled and distributed by the end of January. The two schools we will again be promoting are Caterpillar College and Trinity Co-op Preschool. Beth is looking for volunteers to assemble and distribute approximately 100 envelopes per preschool. Jennifer Tellez and Jodi Matthews offered to assemble and/or deliver. Jodi will deliver to one or both schools; Jen Ludwig may be able to deliver to Trinity. At last count, there are nine (9) openings. There will be an ad in "West of the I" running from February to March.

IV. SOCIAL & ENTERTAINMENT

1. Movie Night (message from Susan Smith) – January's Movie Night is scheduled for Friday, January 19, 2018. The movie scheduled to play is Leap. There is a possibility that February's Movie Night needs to be changed due to a possible conflict with the 8th Grade Graduation Fundraiser. The date was originally set for February 16th and it will soon be determined if it needs to be changed.

2. Literacy Unit (message from Beth LaBell) – This year's Literacy Unit will focus on Africa. Beth emailed One Drum and is waiting to hear back. Their performances include drumming, singing, dancing, and stories. Paris School parent Mr. Seisay plays drums and expressed an interest in being a part of a program during the Literacy Unit.

Additional literature and supplies were also requested for the Literacy Unit hallway.

A Bayles/LaBell motion was made and approved to allocate up to two thousand (\$2,000.00) dollars to go toward this year's Literacy Unit for supplies and literature.

V. FUNDRAISING

1. Spaghetti Supper (message from Beth LaBell) – The date for the Spaghetti Supper has been set for Saturday, March 10, 2018.

Spaghetti Supper corporate donation requests have been sent and some have already responded. Pick 'n Save is a new corporate sponsor this year and is donating a gift card. Local business requests will go out at the end of the month. Beth will need a list of names of volunteers from Susan for tasks such as stuffing, stamping, and mailing out requests.

The first Spaghetti Supper planning meeting is scheduled for January 22nd at 6:45pm.

Kris Wessel will continue coordinating the kitchen. Beth will reach out to Come Read With Me volunteers to donate desserts to the live auction portion. Parents are needed to donate desserts for the dinner portion.

Typically, Meijer donates lettuce and Valeo's donates the sauce. Performance Food Service may donate meatballs again this year. If they do not, this is a huge expense and it is possible the Adults and Students ticket price may have a one (\$1) dollar increase.

Send Beth any new raffle classroom basket ideas.

VII. POST-EVENT FOLLOW-UP

1. Holiday Treats/Classroom Gifts (message from Melissa Swartz to Jodi Matthews) – Everything went well. The Santa hat bell necklaces were a huge hit and they came prepackaged from Oriental Trading which made assembling much easier. The only problem Melissa felt was worth mentioning is the amount of time for the student in the Parry costume became very long and extremely hot. This year was a half school day so distribution of gifts began at 9:00am and recess fell in this time. If the schedule stays the same for next year, it was suggested that two students could be Parry and do two rounds for the distribution of gifts.

VIII. OTHER BUSINESS

1. POPS (message from Nikki Niccolai) – December's Paws Store was held in the art room for the first time. It worked out really well because it provides much more room and there were no students running in after their lunch. It started late due to a miscommunication to teachers, but it still finished ahead of schedule and went well. Nikki also had plenty of volunteers in December. January 24th is the next scheduled Paws Store.

2. POPS Middle School (message from Beth LaBell) – Beth keeps checking on the Middle School bins and there has been no need for replenishment. The initial amount Beth spent on supplies and food has lasted this long. It was mentioned again for eighth graders to have the option for turning their Bucks in for gift cards prior to graduation. It was agreed that this could

work out if they are given a few options, complete an order sheet, and verification that those students have enough Bucks in exchange for a gift card.

3. Officer Approved Minutes (message from Jodi Matthews) – Jodi asked the Board what a reasonable plan for completing Meeting Minutes would be. She wanted to make sure she was completing the Minutes in a timely manner for officer approvals. She also wanted a reasonable timeframe for two officers to reply to her with an approval in order to send to Christy Hoff to post on the school website. It was mentioned that officer approvals upon completion of the Meeting Minutes is not mandatory. The Meeting Minutes will now be approved one time at the following monthly meeting and will then be emailed to Christy Hoff to post on the school website.

4. Playground Equipment Update (message from Principal Roger Gahart) – Roger met with Megan of Lee Recreation and had updates and a visual to share at the opening of the meeting as he could not stay for the entire meeting.

- **Gaga Pit** – A Gaga Pit was approved at the November PSO Meeting for approximately five thousand four hundred (\$5,400.00) dollars. Ordering the Gaga Pit was held off since it wasn't quite needed yet and shipping was going to be very costly. Roger shared that Lee Equipment offered delivery and setup of two- 20 (twenty) foot Gaga Pits for a total of three thousand four hundred (\$3,400.00) dollars. There is also the option to order extra sections to make them bigger. This is a huge savings and the school will have two Gaga Pits compared to what was originally found. The Gaga Pits can be in the woodchips area or on the blacktop. Roger said the woodchips in the playground areas are ADA compliant. These will be stored until Spring.
- **Outdoor Playground Equipment** – Roger had a visual for what Megan came up with for new outdoor playground equipment that will be replacing the older equipment. It is estimated the old equipment is around 20 (twenty) years old. The new equipment will provide opportunities and accessibility for all children; the young, fearful, and handicapped within our school and the Paris Community. This will provide comfort and be approximately four feet high with even shorter platforms. It will be ADA compliant, handicap accessible. It will be very safe, not steep or risky, and have a very minimal risk of falling having side rails all around it. Some highlights of the new playground equipment are: slides, rock climbers, storefront panel, Babylon tube, arch bridge, roofs that provide shade, and tic tac toe. The current estimate including delivery and a supervised assembly installation option is thirty thousand two hundred three (\$30,203.00) dollars. Volunteers or the hiring of a company will be needed to remove and tear down the old equipment before the installation of the new equipment. Ryan Niccolai mentioned he could haul the old equipment away. Roger would like for this to be completed this summer. The Town of Paris should be approached to see if they will support and help fund this purchase since Paris School serves as the only park in the community.
- **Other Approved Items** – 24 Cushioned Custom “Paris” Chairs have been shipped and are on their way. Most items approved at November’s PSO Meeting have been ordered and are much appreciated by the staff.

Next Meeting: Tuesday, February 13, 2018
This meeting was adjourned at 9:12pm

Respectfully Submitted By:
Jodi Matthews, Secretary
Minutes Approved: February 13, 2018

FINAL