



## MEETING MINUTES November 14, 2017

The meeting was called to order at 6:38pm

Those present: Susan Smith, President, Marie Sager, Vice-President, Brad Schwer, Treasurer, Jodi Matthews, Secretary, Roger Gahart, Principal, Kris Strauss, Beth LaBell, Susan Binzel, Nikki Niccolai, Jennifer Tellez

### I. SECRETARY'S REPORT

The PSO Meeting Minutes of October 3, 2017 were approved on a Strauss/Niccolai motion.

### II. TREASURER'S REPORT

Checking	Opening Balance:	\$51,993.34
	Closing Balance:	\$76,990.23
Savings	Opening Balance:	\$456.17
	Closing Balance:	\$456.21

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

Crockpots, roasters, and Thermoses were ordered from Amazon. All items have arrived and will be used for next year's Spaghetti Supper. The Thermoses are being stored at Brad's house.

### III. COMMUNITY OUTREACH

**1. Share Baskets (update from Jodi Matthews)** – Share Basket bins have been distributed and multiple flyers have been sent home. Checking expirations and organizing food on tables have begun. Jodi was expecting 5<sup>th</sup> Grade Girl Scouts to be emptying bins at least once a week, but Marie Sager indicated they have not yet. It was asked if they could possibly help out on Wednesday, November 15<sup>th</sup> since it was noted classroom bins are full. Taking inventory of items for shopping will be done Friday, November 17, 2017 and donation collection will run through Monday, November 20<sup>th</sup>. The team of individuals helping with the Woodman's shopping and sorting/packing portions have been organized. Roger will open the school up late Sunday evening for drop-off of the groceries and then close up school. Sorting and packing occurs in the evening of Monday, November 20<sup>th</sup>.

Jodi is in communication with Birchwood Foods and they will be donating one (1) ten-pound box of beef patties per family, for a total of seven (7) boxes. Jodi is picking those up on Thursday, November 16<sup>th</sup>.

Jodi contacted Town of Paris Fire Chief, Roland Iwen, via a hand-written note to see if he was again interested in donating fresh produce for this year's Share Baskets. He contacted her via phone, was appreciative of the letter, and is more than happy to provide.

The Lenfestey Family is again donating eight turkeys to this year's Share Basket.

This year, we will be providing for seven families. The PSO typically spends one hundred (\$100.00) dollars on each family. We currently have seventy (\$70.00) dollars in donated money.

Pick-up of Share Baskets by families is scheduled for Tuesday, November 21<sup>st</sup>, 2017.

A Binzel/Strauss motion was made and approved to allocate one hundred (\$100.00) dollars per family for a total of seven hundred (\$700.00) dollars for Share Baskets.

Brad Schwer provided Jodi with a blank check made out to Woodman's for shopping for Share Baskets on November 19<sup>th</sup>.

#### IV. SOCIAL AND ENTERTAINMENT

**1. Movie Night (message from Susan Smith)** – The Movie Night schedule has been determined. Nut Job 2 is scheduled for Friday, December 1, 2017 starting at 6:00pm. The remaining schedule for movies and dates are as follows: Leap on January 19<sup>th</sup>, Despicable Me 3 on February 16<sup>th</sup>, and a possible March 16<sup>th</sup> movie night that a title has not yet been determined. The popcorn will be popped right at school this year instead of purchasing it.

**2. Holiday Treats/Classroom Gifts – (message from Susan Smith for Melissa Swartz) –**

Melissa Swartz will chair this year's holiday treats and gifts for students, staff, and classrooms. All staff and bus drivers, for a total of forty-four (44) individuals, will receive a five (\$5.00) dollar gift card to Starbucks. All classrooms, for a total of fifteen (15), will receive a fifteen (\$15.00) dollar gift card to Target for classroom use. Two hundred eighty-one (281) students will receive a small gift.

There are four additional staff members this year compared to last year.

A Nicolai/Binzel motion was made and approved to allocate up to six hundred and fifty (\$650.00) dollars for supplies needed for the Holiday Treats and Classroom Gifts.

#### V. TEACHER AND STAFF SUPPORT

**1. Teacher Wish Lists – (message from Brad Schwer for Theresa Schwer) –**

Theresa has been in contact with teachers and will be picking up gift cards on Wednesday, November 15<sup>th</sup>. Those teachers who have requested reimbursement will be getting reimbursed soon. Teachers are always very appreciative of the one hundred and fifty (\$150.00) dollars they receive from PSO to use for classroom supplies and materials each school year.

**2. Teacher Conference Meals (December 7, 2017 and December 14, 2017)** – Kris Wessel will again organize a committee to help and prepare a lunch meal and a dinner meal for Teacher Conferences. Susan Smith indicated she will send Kris a list of names of volunteers to help out with this. The staff is always so appreciative of these conference meals.

While the topic of conference meals was discussed, it was mentioned by Principal Roger Gahart that there will be a structure change to next year's conference schedule. The Middle School (Grades 6-8) will hold their conferences much earlier, while the remaining grades (Grades K-5) will continue to hold conferences in December.

## VI. POST-EVENT FOLLOW-UP

**1. Halloween Party (message from Jodi Matthews for Becky Keel)** – The Halloween Party went well and the kids were once again happy. One downfall this year was the turnout of volunteers, specifically for party set-up, chaperoning the dance, and hallway duty. There was plenty of food available; Becky took a lot home and donated to Share Basket.

Susan Smith wants to step down from running the kitchen for both the Halloween Party and Spring Dance. A volunteer will be needed to shadow Susan for the 2018 Spring Dance and then Susan will be available and willing to help out for next year's Halloween Party.

Principal Roger Gahart mentioned the Halloween Party has become a "candy overload" and wants to reduce the amount of candy being given out. He would like it to be more structured and have the focus to be more on games and activities, prizes, and enjoying the music. An idea was to hand out a bag with a small amount of candy as the kids head home at the end of the evening. Suggestions of "nutritious snacks" could be made to families instead of asking for candy donations. This may also require earlier planning of the Halloween Party. Becky would also like to come up with other means of advertisement for the party besides just the School Board newsletter. Roger mentioned that the Paris Community and most students do trick-or-treat in other neighborhoods.

**2. Prowl (Beth LaBell)** – Despite the weather causing this year's Panther Prowl to be held indoors, it was an astounding record-breaking event, having raised thirty-four thousand, forty-four dollars and sixty-one (\$34,044.61) cents. Even with this outcome, it seemed as though silent auction proceeds were down, possibly due to extended family not coming and bidding with it being held indoors. This year, sponsorships were ahead. It was mentioned one sponsor donated seven hundred fifty (\$750.00) dollars, another donated five hundred twenty-five (\$525.00) dollars, two sponsors donated fifty (\$50.00) dollars above normal, and an anonymous family donated two thousand five hundred (\$2,500) dollars, five hundred (\$500.00) up from last year. Thank you letters have gone out.

Approximately sixty (60) students showed up for the Action Territory award party. They were able to purchase a meal deal again this year. The Limo Lunch was held at Old Settlers Inn last week and the kids enjoyed it. Diamond Cut Limo was used for services again this year. Beth is, however, currently in contact with the company that used to be Luxury Limos; they seem to be on board with wanting to be the company we choose for such services in the future. Beth would also approach them as a prospective donor for the

2018 Spaghetti Supper. The Pizza Party and ice cream awards have been coordinated and will be held this Friday, November 17th. Valeo's will be generously donating all pizzas again for that portion of the classroom rewards.

The Spaghetti Supper date has been determined, which will be Saturday, March 10, 2018.

## VII. OTHER BUSINESS

**1. POPS (Nikki Niccolai)** – The POPS store reopened for K-5 in October and it was successful and enjoyed by very excited students. The big items were wiped out, as students had been saving PAWS and had large quantities to spend. The next PAWS store will be held on Wednesday, November 29<sup>th</sup>.

**2. POPS Middle School (Beth LaBell)** – Typically, the Middle School Paws Store sells school supplies, snacks, and coupons. Some coupon ideas are for students to sit by a friend, listen to music, etc. Gift cards at the end of the year has been done in the past and is a possibility again this year. Beth supplied the first month's stock and estimates it cost her roughly four hundred (\$400.00) dollars to get it up and running. POPS Middle School could cost, on average, three hundred (\$300.00) dollars per month to maintain it. Beth would like for a parent (perhaps a middle school parent) to volunteer to oversee this.

The POPS program is necessary to continue, as it truly works to promote Panther Pride by rewarding students who show positive actions and behavior.

A Niccolai/Tellez motion was made and approved to allocate four hundred (\$400.00) dollars to start up and three hundred (\$300.00) dollars to maintain the Middle School POPS Store on a monthly basis.

**3. Athletic Department Requests/School Wish List from Prowl Proceeds** – Athletic Department requests continued from a brief discussion at the October PSO Meeting. School Wish List items from Prowl Proceeds were also included.

Principal Roger Gahart has requested School Wish List items:

20 Apple iPads	\$5880.00
20 Apple iPad cases and charging cords	\$725.00
Additional \$7.00 per student for field trips	\$1967.00
30 boys and girls basketball uniforms	\$3,000.00
24 cushioned custom "Paris" chairs	\$2,600.00
GaGa Ball Pit	\$5,400.00
Banner for gym scorer's table	\$100.00

The following was the order of our discussion:

**GaGa Ball** – Principal Gahart gave an overview of what GaGa Ball is and its rules. This game is growing in popularity and would be very beneficial for when Mr. Pye loses the gym space due to an event that requires setup in the gymnasium. It would also increase activity level among students during recess, which would allow for thirty to forty (30-40) players at a time. For five thousand four hundred (\$5,400.00) dollars, we would receive a full-size portable GaGa Pit kit with safety features such as rubber materials. Mr. Pye would introduce and teach the game in gym class first before allowing students to use it during recess.

**Basketball Uniforms** – Principal Gahart would like to keep student basketball uniforms updated. The last time the A-squad had new uniforms purchased was in 2012. The B-squad uniforms are currently not suitable for this year's team. There are several smaller girls wearing bigger uniforms. Mr. Gahart proposed a set of both boys and girls A-squad uniforms be purchased to add to the current sets. Fifteen (15) uniforms each for boys and girls, for a total of thirty (30) uniforms in different sizes and no duplicate numbers is estimated to cost approximately three thousand (\$3,000) dollars.

**24 Cushioned Custom "Paris" Chairs** – Principal Gahart proposed twenty-four (24) cushioned custom chairs to be used for several purposes such as: athletic games, Battle of the Books, annual school board meetings, guests of honor, etc. They would be customized to our school colors. This would cost approximately two thousand six hundred (\$2,600.00) dollars.

**Field Trip Funds** – In the past, PSO has covered the cost of five (\$5) dollars per student for field trips and families were still responsible for approximately eight (\$8) to twelve (\$12) dollars beyond that. Principal Gahart proposed PSO increase the covered field trip amount to twelve (\$12) dollars per student. An additional seven (\$7.00) dollars multiplied by two hundred eighty-one (281) students currently enrolled is a total of one thousand nine hundred sixty-seven (\$1,967.00) dollars.

**iPads and iPad Cases and Chargers** – It has become more difficult for teachers to check out iPads for the classroom because they are always in use. Principal Gahart would like to fill the empty slots on the iPad carts and put iPads in the hands of kids. Ten (10) iPads would be helpful, but twenty (20) more iPads would be perfect. Teachers would be so appreciative and could check them out more often if there were more iPads available. It is estimated to cost approximately five thousand eight hundred eighty (\$5,880.00) dollars for twenty (20) additional iPads and seven hundred twenty-five (\$725.00) dollars for iPad cases and charging cords.

**Banner for Gym Scorer's Table** – A 108" long x 30" wide banner for a table to be used for sports games is needed. This is approximately one hundred (\$100.00) dollars to purchase.

A Niccolai/Strauss motion was made and approved to allocate nineteen thousand, six hundred, and seventy-two (\$19,672.00) dollars for the Wish List from the 2017 Panther Prowl Proceeds.

**4. Buddy Bench (Kris Strauss)** – Kris is in contact with Megan from Lee Equipment regarding an addition of a buddy bench to our outdoor playground area. If we will be adding on to playground equipment next year from 2018 Spaghetti Supper funds, it would make most sense to purchase and install the two at the same time. Kris will see if it's possible to receive a discounted or free buddy bench if we

were to purchase playground equipment. A logical plan would be to get quotes for the equipment over the winter, allocate the funds in spring after the Spaghetti Supper, and have it installed in the summer. Roger will get pictures of Salem Elementary School's accessible playground and would want something similar, if not the same.

**5. Binding Machine (Kris Strauss)** – A cheaper binding machine was purchased over a more expensive one because it was indicated staff didn't use it. Now it has been brought to Kris' attention that staff would indeed like to use it. The problem now is that the cheaper binding machine most likely will not last as long as it was anticipated due to more use. It may be necessary to purchase a more expensive binding machine in the near future. Kris wanted to bring this up now because it could cost approximately three thousand (\$3,000) dollars for a better one. It has been decided that we will not move forward with purchasing a new one until the current one needs replacing.

**6. Lilly Schoen's Letter to the PSO Board (Beth LaBell)** – Lily Schoen was invited to the November PSO meeting but was unable to attend due to a prior commitment. It was asked of Lily to research a charity of her choice for a portion of the Panther Prowl proceeds to be donated to. She chose the American Red Cross as the charity she would like to see the portion of funds be donated to. The 2017 Panther Prowl concessions and baked goods had a total of two thousand five hundred fifty-two (\$2,552.00) dollars in sales, but we do not know how much that amounted to for each.

A LaBell/Binzel motion was made and approved to allocate two hundred fifty (\$250.00) dollars be donated to the American Red Cross from the 2017 Panther Prowl bake sale proceeds.

**7. Woodman's Gift Card Program (Susan Smith)** – Roger approves of the launch of the Woodman's Gift Card program which would earn the school two hundred fifty (\$250.00) dollars for every five thousand (\$5,000.00) dollars in gift cards sold. Logistics still need to be determined. Timing for this program is no longer the best and it may be too late to be worth it.

**8. CHS Homecoming Parade Float Update (Beth LaBell)** – The Paris School float in the CHS Homecoming parade took first place. In the past, the one hundred (\$100.00) dollar prize Paris School receives is donated to someone or something. This year, the idea was to give a gift of thanks in the form of a gift card to the owner of the trailer that is borrowed each year for the float. It was realized this year that the trailer is in fact not Mr. Pace's but a friend of his. It would be a nice way to say "thank you" for the use of the trailer.

A Strauss/Niccolai motion was made and approved to allocate one hundred (\$100.00) dollars in the form of a gift card for the owner of the trailer as a way of saying "thanks."

**Next Meeting: Tuesday, December 5, 2017  
This meeting was adjourned at 9:33pm**

Respectfully Submitted By:  
Jodi Matthews, Secretary  
Minutes Approved: December 5, 2017