



## MEETING MINUTES September 12, 2017

**Welcome - The meeting was called to order at 6:38 pm**

Those present: Susan Smith, president, Marie Sager, vice-president, Brad Schwer, treasurer, Jodi Matthews, secretary, Becky Keel, past president, Kris Strauss, past Secretary, Beth LaBell, Nikki Niccolai, Jennifer Tellez, Jen Ludwig, Susan Binzel, Lori Rennock and Trudy Monson, staff members. Principal Roger Gahart joined the meeting as it was in session.

### I. SECRETARY'S REPORT

All PSO meeting notes for the 2016-2017 school year are up on the school's website. The minutes from the last meeting of the 2016-2017 school year held in May were officer-approved minutes via email.

### II. TREASURER'S REPORT

Checking	Opening Balance:	\$49,361.13
	Closing Balance:	\$45,703.91
Savings	Opening Balance:	\$455.97
	Closing Balance:	\$456.13

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

### III. APPROVAL OF NEW OFFICERS

A Keel/Strauss motion was made and passed to approve Susan Smith as the new PSO President, Marie Sager as the new PSO vice-president, and Jodi Matthews as the new PSO Secretary.

### IV. COMMUNITY OUTREACH

**1. Paris RedPages (message from Kris Strauss for Holly Dammann)** -- All forms, cover and growl contests submissions were due by Friday, September 8, 2017. Contest judging was completed by noon on Monday, September 11, 2017. Binding will be completed with the RedPages ready for distribution on Friday, September 22, 2017. Holly originally wanted distribution for Friday, September 15, 2017, but is still missing information from some families. Contest winners and all submissions will receive: lower grades receive Paws and upper grades receive Panther Bucks.

**2. Panther Pride/CHS Homecoming Float (message from Beth LaBell)** – This is the fifth year that CHS's feeder schools have been invited to compete in building homecoming floats. The competition is hosted by the CHS Booster Club. Winner receives one hundred (\$100.00) dollars. This year the Homecoming Parade is scheduled for October 4, 2017.

The proposed theme for this year is: Disco.

Beth is looking for someone to take over as lead for this event after this year's parade.

A Keel/Niccolai motion was made and approved to allocate up to four hundred (\$400.00) dollars for float supplies: tablecloths, wood, chicken wire, etc.

#### V. SOCIAL AND ENTERTAINMENT

**1. Halloween Party (message from Becky Keel)** – The Halloween Party is a community event with refreshments, games, and activities. We ask families for candy and/or snack donations for the night of the event. It is a two-part event with Kindergarten through fourth grade attending from 6:00 pm to 7:30 pm, and fifth through eighth grade attending from 8:00pm to 10:00pm. This event also kicks off Share Basket.

This year's tentative date for the party is Wednesday, October 25, 2017.

This year's theme will be Ghoul School.

Typically, the Town of Paris donates two hundred and fifty (\$250.00) dollars. This pays for the party's DJ. Two hundred (\$200.00) dollars was allocated in the past for Halloween party supplies, but it was asked to increase it this year by an extra one hundred (\$100.00) dollars, for a total of three hundred (\$300.00) dollars.

A Strauss/Binzel motion was made and approved to allocate up to three hundred (\$300.00) dollars for needed Halloween Party supplies.

#### VI. TEACHER AND STAFF SUPPORT

**1. Teacher Wish Lists** – Since 2009, PSO has supplied full-time and part-time teachers with money to use for classroom supplies and materials. Theresa Schwer is willing to chair the Teacher Wish Lists again this year.

#### VII. FUNDRAISING

**1. Scrip** – Scrip will no longer continue at Paris School. There have been too many issues in the past regarding the Scrip program: it did not earn much money but most months actually ended negative (shipping the product alone played a role), many problems with empty cards/no balance for buyers, and Scrip was not accommodating with replacing or offering assistance.

Susan Smith is still looking into the idea for a program through Woodman's, but a contact is very hard to get a hold of. This program could potentially earn more money than Scrip did, however, it requires a large sum of money up front to get the program started. We need someone for logistics at pick-up.

**2. Panther Prowl (message from Beth LaBell)** – This year's 12<sup>th</sup> Annual Panther Prowl has been set for Saturday, October 14, 2017. The kick-off assembly will be held on Friday, September 15, 2017, at 2:30 pm. Students will receive their fundraising packets at that time. Packet assembly will take place on Thursday, September 14, 2017, in the cafeteria. There are two new sponsors for this event, but they remained unnamed.

Typically, the top pledge earner wins a trip to the Kalahari, but this is not yet confirmed for this year. Six Flags passes is also a possibility as a prize.

The Prowl needs various positions filled such as help with money counting, silent auction basket assembly, follow-up with donation contributors, and set-up on the day of the event. Sign-up Genius will be used to sign up

for shifts.

Mystery Bulletin Board is returning. Beth LaBell needs help with this and Marie Sager volunteered to help out. After this year, a new chair is needed for this.

Panther Prowl Money Wish List items were not discussed.

#### VIII. POST-EVENT FOLLOW-UP

**1. 2017 Fair Display (message from Beth LaBell)** – It is getting more difficult each year to fill the supervision shifts and take-down. All that is needed is two shifts of two people each for a total of four hours of supervision by the school's displays. This needs new leadership. Marie Sager offered to head it and suggested when she sends out her Survey Monkey she will add survey question to get responses to help fill chair needs.

**2. Kindergarten Mixer** –Kris Wessel chairs this, and it always goes well. She gathers a group of parents to help provide snacks for the families, hands out goody bags, and rides on the bus with the students.

**3. Open House** – We would like to rethink the placement of the PSO table to be more visible to families, especially new ones. It seemed quite hidden in the corner near the stairs heading to the cafeteria and many people may have missed visiting the table. An ideal spot would be near the Kindergarten hallway for new families.

#### IV. OTHER BUSINESS

**1. POPS (message from Lori Rennock and Trudy Monson, see attached)** -- POPS stands for Power Of Positive Students. Its purpose is to support students and promote Panther Pride by rewarding positive actions and behavior. Some events the POPS program supports and provides are but not limited to monthly raffles, Panther Buck store, monthly popcorn day and ice cream for birthdays, Friendship Week, various fundraisers, and the collection and redemption of Box Tops and milk caps. Lori and Trudy came to the PSO board proposing PSO taking over the POPS program. There are no funds; the Paws Store is dead; and last year's change to a raffle isn't quite working out or pleasing students. The idea of returning the Paws store for K-5 students and continue the Panther Bucks for middle school students was addressed. It is estimated that approximately three hundred (\$300) dollars is needed per month to keep this program going, but the initial stock cost will be five hundred (\$500) dollars. It would take about a full year for PSO to estimate the full annual funding allotment. Nikki Niccolai volunteered to chair POPS.

A Strauss/Keel motion was made and approved to allocate up to one thousand (\$1,000.00) dollars for PSO to start up/take over POPS.

**2. Through Nora's Eyes (message from Beth LaBell for Margie Blair, see attached)** – A Strauss/Binzel motion was made and approved to allocate one hundred (\$100.00) dollars to provide a cash and candy jar at a fundraiser held on Saturday, September 16, 2017, for Nora Lawton, daughter of a Paris School long-term substitute teacher, Mrs. Lawton. The proceeds raised for this fundraiser will help support medical costs endured, the frequent long-distance trips to receive medical care, and to the BBS Family Association.

**3. Facebook (message from Beth LaBell)** – The idea of creating a closed (aka private) PSO Facebook group was revisited. Several things need to be discussed before this could move forward, such as: a policy to be sent home to families, a designated number of administrators and who those administrators would be, who and how would a person be added to this private group, who or what would be allowed to be posted on this page.

**4. Copy Room** – The original design of the copy room needed to be changed because a door was moved six inches. With the change, shelving was added on each side and one piece couldn't be used. Lori Rennock suggested stools be added and Beth said chairs were coming. This project is not yet complete.

**5. Easter Egg Hunt Chair** – Becky Keel will be stepping down as chair for this event. A new chair is needed and Jennifer Tellez offered to chair the event.

**Next Meeting: Tuesday, October 3, 2017**  
**This meeting was adjourned at 8:44 pm**

Respectfully Submitted By:  
Jodi Matthews, Secretary  
Minutes Approved:



## MEETING MINUTES October 3, 2017

**Welcome - The meeting was called to order at 6:35pm in the school's library.**

Those present: Susan Smith, president, Marie Sager, vice-president, Brad Schwer, treasurer, Jodi Matthews, secretary, Becky Keel, past president, Nikki Niccolai, Ryan Niccolai, Jennifer Tellez, Kris Strauss, Beth LaBell, Susan Binzel

### I. SECRETARY'S REPORT

The PSO Meeting Minutes of September 12, 2017, were read and approved on a Strauss/Keel motion. The Approved September Minutes will be emailed to Christy Hoff to be placed on the school's website under the PSO tab.

### II. TREASURER'S REPORT

Checking	Opening Balance:	\$45,703.91
	Closing Balance:	\$51,993.34
Savings	Opening Balance:	\$456.13
	Closing Balance:	\$456.17

PSO has the following remaining commitments:

Art Club	Amount Remaining: \$205.35
Technology	Amount Remaining: \$7,000
Piano	Amount Remaining: \$5,494.00
Classroom Books	Amount Remaining: \$5,500.00
Kindergarten/New Student Welcome	Amount Remaining: \$275.00
Woodman's Gift cards	Amount Remaining: \$4,750.00
Copy Room Renovation	Amount Remaining: \$9,480.00
Halloween Party	Amount Remaining: \$300.00
Central Homecoming Float	Amount Remaining: \$400.00
Through Nora's Eyes	Amount Remaining: \$100.00
POPS	Amount Remaining: \$1,000.00
	<b>TOTAL: \$34,504.35</b>

A \$1,200 check from POPS has been received but not cashed.

Copy room update: Leann Drissel has invoice, two shelves are still on order, and there is no installation charge yet.

The Treasurer's Report was examined and approved on a Keel/Strauss motion.

### III. COMMUNITY OUTREACH

**1. Panther RedPages (message from Susan Smith for Holly Dammann)** – Panther RedPages have been completed and were distributed in September. Next year, Jodi Matthews will be taking over the contest portion of the RedPages.

Feedback was also given suggesting limiting the amount of black that the students use in their artwork. The only suggestion given was to become a judge for the RedPages contest portion.

**2. Central Homecoming Float, 50's Theme (message from Beth LaBell)** – Central's Homecoming Parade will take place tomorrow, October 4, 2017. The original theme was changed from "Disco" to "Rock 'n Roll" to coincide with Central High School's theme of "50's." The parade starts at 5:30pm. Those attending will meet at 5:10pm in the parking lot. The float will have a "Diner Arrow" pointing to the word "Falcons" along with a message of "Rock the Field." Poodle skirts, typically worn for Kindergarten graduation, will be available to the younger female students to wear. Sunglasses and blow-up guitars were going to be available. Beth will be making Parry his costume, Mike Pace will create a 50's Playlist, and Roger will pick up the candy for students to toss. Assembly to take place in the afternoon, and anyone is welcome to assist. There will be a community pep rally immediately after the parade. Typically, 20-30 of Paris School students participate at this event. Dave Fricke printed the banners, and he has not sent an invoice yet.

**3. Share Basket (message from Jodi Matthews)** – Share Basket kick-off will take place during the Halloween Party held on Wednesday, October 25. Marie Sager volunteered the 5<sup>th</sup> Grade Girl Scouts to occasionally empty out classroom bins and bring food items to the cafeteria. Jodi needs a list of volunteers from Susan Smith, and the number of families receiving baskets this year from Roger. Jennifer Tellez volunteered to grocery shop with Susan and Jodi. Jodi would like to get an earlier start this year with sending out flyers to school families, and letters to local businesses/families who helped with big item donations in the past. Birchwood typically donates a box of beef patties per family, and the Lenfestey Family/UNFI donated the turkeys.

The funding request for this event will occur next month. PSO typically donates one hundred (\$100.00) dollars per family.

### IV. SOCIAL AND ENTERTAINMENT

**1. Halloween Party, Ghou School (message from Becky Keel)** – The Halloween Party has been set for Wednesday, October 25, 2017. The DJ is booked and costs two hundred fifty (\$250) dollars. The Town of Paris donates three hundred (\$300) dollars for the Halloween Party, which leaves fifty (\$50) dollars remaining. Three hundred (\$300) dollars was also approved by PSO in September. It was asked if a check for three hundred fifty (\$350) dollars could be written out to Becky to pay for Halloween Party expenses. Any remaining funds, if any, after shopping for food and decorations, shall be returned to PSO by Becky. Becky will check with Texas Roadhouse to see if they will donate bags.

An N. Niccolai/Tellez motion was made and approved for Brad to provide a check in the amount of three hundred fifty (\$350) to Becky Keel.

### V. TEACHER AND STAFF SUPPORT

**1. Teacher Wish Lists** – Theresa Schwer will be chairing this again. A Strauss/Keel motion was

made and approved for PSO to allocate two thousand seven hundred (\$2,700) dollars for Teacher Wish Lists. Full-time and part-time teachers will receive one hundred fifty (\$150) dollars and seventy-five (\$75) dollars, respectively. There are sixteen full-time and four part-time teachers. An updated list needs to be sent to Theresa.

## VI. FUNDRAISING

**1. Woodman's (message from Susan Smith)** – Susan Binzel was able to get a hold of the Woodman's contact regarding their gift card program. Woodman's stated Paris School must be Certified Tax Exempt, which it is, and the name of the check for the payment of gift cards must match the tax exempt. This needs to be further discussed with Roger and Kristina Klabunde to see how this matter would be handled. PSO has already allocated an amount of four thousand seven hundred fifty (\$4,750) dollars to begin this program. A Survey Monkey could include questions about Woodman's, and promoting this program is necessary in order for it to be successful. Gift cards in the amounts of one hundred (\$100.00) dollars and fifty (\$50) dollars would be available, and it takes 2-4 days to process and be ready for pick-up.

The logistics have yet to be determined and set, but this is what has been determined:

- Gift cards would need to remain in the safe.
- It would need to be signed for upon pick-up or if a family is allowing their student to take it home from school for them.
- Two people must be present on pick-up day.

Susan Smith will email Roger to further discuss.

## **2. Panther Prowl (message from Beth LaBell) –**

T-shirt / Sponsor Updates:

- There are sixteen business logos for the Prowl T-shirt this year.
- Four new sponsors: Westward Consulting, Good Value Pharmacy, Rovella Ornamental Iron, and CK Contractors.
- We currently have five thousand, six hundred (\$5,600.00) dollars from sponsors and are up from last year at this point. We lost two sponsors, gained four new sponsors, and there is one non-payment.

Other Updates:

- T-shirts have been ordered. Beth wanted Heather Gray as first choice of color, but that color is impossible to find at the moment. The t-shirts will be black with “#prowl” written on the front.
- The Silent Auction has some items coming in but always pulls together before the event. Beth will need a team of volunteers to assemble/help with silent auction items and bid sheets.
- Donation pick-ups are still occurring.
- Pledges are due Monday, October 9<sup>th</sup>.
- The next Prowl planning meeting is set to be held on Monday, October 9, at 3:30pm.
- One of the main “wish list” items to be purchased from funds raised is accessible playground equipment.
- Beth requested previously allocated two Cambro coffee dispensers and two tablets. Brad will order these immediately.

PSO is always in need of new ideas to get a higher student participation rate for the Prowl. Typically, each year we have sixty (60%) percent student participation with the Prowl. One idea mentioned to motivate students to turn in pledges is to throw a classroom ice cream party per wing. The classroom in each wing with the most “Mystery Bulletin Board” squares with the word “ice cream” written on the back of it would win an ice cream party.

Beth received a letter written by a middle school student asking if it was possible to donate some of the funds raised from this year’s Prowl to hurricane relief. This student needs to research and determine which hurricane relief charity this will be, and she will be invited to the November PSO meeting to present her idea to the Board. A precise dollar amount to be donated will be determined in November, once the Prowl accounting has been completed and finalized.

Five NESCOs and two crockpots are also in need for event days. A N. Niccolai/Keel motion was made and approved for up to five hundred (\$500) dollars’ worth of these items. Brad will order immediately, along with the Cambro coffee dispensers and tablets, through Amazon.

## VII. OTHER BUSINESS

**1. POPS** (message from Nikki Niccolai) – Nikki is chairing the POPS program and already started shopping for the Paws Store to open in October. A date of October 25<sup>th</sup> was mentioned, but it needs to be verified it won’t interfere with the “Come Read with Me” program that day.

Things mentioned to be yet determined:

- Should there be a limit of Paws teachers hand out per student each month? Roger would prefer that there would not be a limit set on a number of Paws.
- Should staff be given a reminder of guidelines for handing out Paws?
- Should Paws expire? This would limit students saving Paws and then using them all at once.
- Is it possible to get an Amazon Prime subscription for shopping for Paws Store items?
- Is it possible to set up an account for funds allocated from PSO?
- Should there be a “big ticket” item at the end of the year?

Items that don’t have a cost factor would make for great options such as: be Mr. Pye’s helper for the day, Carry a Parry, sit with a friend at lunch. Other “free item” ideas are open for suggestions.

Additionally, there will be information sent to Kindergarten families and a committee will need to be formed, as volunteers for this was not included on the volunteer sign-up sheet sent out earlier in the school year. It would be very helpful if the POPS committee could have its own email and PayPal accounts. Brad will look into ordering a card with a November deadline. Nikki will receive reimbursement for the items that were purchased for October’s Paws Store.

**2. Field Trips** – A Keel/Strauss motion was made and approved to allocate five (\$5.00) per student for class field trips.

**3. Athletic Department requests** – (message from Beth LaBell for Mr. Pye) – Mr. Pye is interested in getting pricing for Gaga Balls. The purchase of padded chairs was also briefly mentioned. More information would be talked about at the next meeting.



**Next Meeting:  
Tuesday, November 14, 2017  
This meeting was adjourned at 9:04pm**

Respectfully Submitted By:  
Jodi Matthews, Secretary  
Minutes Approved: November 14, 2017



## 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 Niccolai/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



## MEETING MINUTES December 6, 2017

**Welcome - The meeting was called to order at 6:36pm**

Those present: Susan Smith, President, Marie Sager, Vice-President, Brad Schwer, Treasurer, Jodi Matthews, Secretary, Kris Strauss, Beth LaBell, Nikki Niccolai

### I. SECRETARY'S REPORT

The PSO Meeting Minutes of November 14, 2017, were approved on a Niccolai/Strauss motion.

### II. TREASURER'S REPORT

Checking	Opening Balance:	\$76,990.23
	Closing Balance:	\$51,959.64
Savings	Opening Balance:	\$456.21
	Closing Balance:	\$456.25

Field trip payments, Share Basket payments, and Wish List item payments have gone out. The Homecoming Float banner invoice was received. The Woodman's gift card program is officially dropped and off the table. Lastly, the annual audit has gone out for review; Kris Strauss and Nikki Niccolai took one to review.

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

### III. COMMUNITY OUTREACH

**1. Share Basket Overview (message from Jodi Matthews)** – This year was another successful year. Jodi spoke with Roger last week and he indicated all went well at pick-up. All families were very thankful, especially the one new family this year. Thank you letters to Birchwood, the Lenfestey Family, Chief Roland Iwen Family, and committee volunteers were sent out last week. Jodi mentioned it was a great turnout and had a great committee again this year. The Woodman's receipt from shopping for Share Basket was given to Brad.

**2. Open Enrollment (message from Beth LaBell)** – The Open Enrollment period takes place from February 5, 2018, through April 30, 2018. School tours are ramping up; it is unknown how many spots will be available. It was mentioned this is the ninth year of Open Enrollment.

We will again promote to two (2) schools—Caterpillar College and Trinity Co-op Preschool. Beth needs a list of volunteers from Susan Smith to help with assembling and distributing approximately forty (40) red folders to the two schools. A parent who has ties with either Caterpillar or Trinity could help with



delivering of the folders. Jen Ludwig will be asked to assist with folders for Trinity Preschool. Packets will be delivered at the end of January. Running an ad in "West of the I" for the upcoming Open Enrollment period needs to be looked into.

#### IV. SOCIAL & ENTERTAINMENT

**1. Movie Night (message from Susan Smith)** – Our second Movie Night is scheduled for Friday, January 18, 2018. Leap will be shown. We are still in need of volunteers to help with various tasks. Depending on the number of volunteers for next month, Susan may decide to order the popcorn instead of popping it herself. It was difficult having to pop popcorn all by herself and being available at the door or elsewhere. Thanks to Jodi Madrigrano, we have enough bags to possibly last the year and we may only need a few cases of water for next month. December's Movie Night was scheduled in conjunction with Central High School's Father/Daughter Dance. We may want to schedule next December's opposite of this event and it could be a better turnout.

Susan brought up what the Movie Night donations should go towards this year, mentioning she is in favor of it going to the Art Club again. On average, after expenses are paid, Movie Night brings in approximately one hundred fifty (\$150.00) dollars. That is a huge help and a significant amount for Art Club and for Sam who runs it.

**2. Holiday Treats/Classroom Gifts (message from Melissa Swartz)** – Melissa gave Susan some ideas other than spirit pencils for this year's holiday treats for students. It was decided that this year's holiday treat will be Santa Hat Jingle Bell Necklaces from Oriental Trading. Parry will visit classrooms towards the end of the school day and give teachers the bags. The teacher will then distribute bags at the end of the day, as a jingle bell necklace could become quite distracting and loud. Melissa will bag and tag them. These cost five dollars and ninety-eight (\$5.98) cents per dozen. Twenty-four (24) dozen items would be needed. The total cost would be approximately one hundred forty-three (\$143.00) dollars and within the budget that was allocated.

#### V. TEACHER AND STAFF SUPPORT

**1. Teacher Conference Meals (December 7<sup>th</sup> & December 14<sup>th</sup>)** – Kris Wessel is prepared and has been in contact with her committee for both dates. The following will be served on Thursday, December 7, 2017: complete taco bar, desserts, and soda. The following will be served on Thursday, December 14, 2017: ham and turkey sandwiches, "family holiday favorites" dishes, desserts, and soda.

#### VI. FUNDRAISING

**1. Spaghetti Supper (message from Beth LaBell)** – The date for Spaghetti Supper has been set for Saturday, March 10, 2018. Planning meetings will begin in January and continue into February and March.

Beth heard Canfora Bakery in Milwaukee has been sold. Beth estimates they donated eighty (80) dozen rolls for the Spaghetti Supper in the past. Other bakeries will have to be looked into for possible donations of bread and/or rolls. Nikki Niccolai volunteered to check with Cozzi Café & Bakeshop in Paddock Lake and Bodi's Bake Shop in Twin Lakes.

Beth said there will again be live auction items, dessert auction, and classroom baskets. Come Read with Me volunteers are good prospects for the dessert auction portion.

It would be helpful to have another tablet available for check-out. Last year there were over four thousand

(\$4,000) dollars in card swipes.

A replacement for Maureen LaGuardia is needed, as she handled coffee and donated the containers the coffee was held in for past Spaghetti Suppers.

The possibility of changing ticket prices was brought up. Some questions that were raised are:

- Do we charge extra for to-go orders? To-go orders have extra added expenses such as containers and bags.
- Do we charge for preschoolers? Preschoolers have never been charged and it's impossible to track a number. Charging a preschooler two (\$2.00) dollars would most likely not cause families to not attend.
- Is it possible to find out if meatballs will be donated from Valeo's again this year prior to the printing of tickets? Meatballs are a huge expense so if they will not be donated we may want to raise ticket prices.

A possible increase for Adults/Students and Seniors/Preschoolers is as follows: \$8/\$6/\$2 instead of \$7/\$5/Free.

Beth wants to start the process with Meijer much earlier than in the past. It had been a little difficult to get in contact with someone last year, but overall Meijer has been amazing.

## VII. OTHER BUSINESS

**1. POPS (Nikki Niccolai)** – Just as October's PAWS Store wiped out the large items, November's PAWS Store was wiped out of the little stuff. The number of volunteers was better than last month even with the timing of the store being a misunderstanding. It was originally scheduled for 10:00am to 12:00pm. It was then changed to 11:20am to 1:50pm and volunteers were notified of the change. It was ultimately open from 10:00am to 12:00pm. Nikki expressed wanting totes for all PAWS Store merchandise separated by the number of paws those items are worth. Every couple months a raffle will be held and there is a Scooter for December's raffle. The next PAWS Store is scheduled on Wednesday, December 20, 2017 and the time needs to be confirmed with Roger. Nikki states she believes it will remain from 10:00am to 12:00pm. Beth and Marie expressed an interest in purging through cafeteria cabinets to make room for PAWS Store items. They were aiming to meet on Wednesday, December 6<sup>th</sup> at 1:30pm.

Nikki mentioned about the possibility of adding Paris School on AmazonSmile as a means for earning money. Anyone making purchases on Amazon would simply shop at a different link and a portion of eligible purchases is donated to an organization. She no longer feels the collections of Campbell's Soup Labels, Box Tops, and milk caps are worth it for the return. Another idea mentioned was collecting ink cartridges. Kris Strauss will look into this possibility.

**2. POPS Middle School (Beth LaBell)** – Beth indicated she checked bins in the middle school and they did not need to be restocked at the moment.

**3. Gym Mats (Susan Smith)** – Susan has been meaning to mention that she feels the gym mats need to be replaced. When preparing for Movie Night and putting mats out she noticed they desperately need replacing. She would like Josh Pye to get quotes on mats.

**4. Playground Equipment (Beth LaBell)** – Beth's husband Bob LaBell attends Town of Paris Board

Meetings and says he would be willing to speak and ask the town to consider helping financially with the new accessible playground equipment we would be installing next summer.

**Next Meeting: Wednesday, January 10, 2018**  
**This meeting was adjourned at 8:29pm**

Respectfully Submitted By:  
Jodi Matthews, Secretary  
Minutes Approved: January 10, 2018



**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 verses 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.

## VI. 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.

## VII. 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, 2017**  
**This meeting was adjourned at 9:12pm**

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





## MEETING MINUTES February 13, 2018

**Welcome - The meeting was called to order at 6:36pm**

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

### I. SECRETARY'S REPORT

The PSO Meeting Minutes of December 6, 2017, were posted on the Paris School website on January 16, 2018 by Christy Hoff.

The PSO Meeting Minutes of January 10, 2018, were approved on a Niccolai/Gahart motion.

### II. TREASURER'S REPORT

Checking	Opening Balance:	\$43,807.92
	Closing Balance:	\$38,823.75

The copy room renovation is paid off. The original approved budget for the renovation was ten thousand (\$10,000.00) dollars. It ended up being approximately thirteen thousand (\$13,000.00) dollars. The majority of the cost was for cabinets. The remaining cost was for electrical, paint, moving a wall, and other supplies. The remaining work will be finished over the four-day Winter Break.

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

### III. COMMUNITY OUTREACH

**1. Open Enrollment (message from Beth LaBell)** – The “West of the I” ad for open enrollment is in. PSO volunteers assembled and distributed all Open Enrollment packets. Jodi knows Trinity Co-op Preschool handed their packets out and Caterpillar College will hand out during conferences next week. Principal Gahart confirmed there are seven (7) openings for the 2018/2019 school year. Applicants have begun coming in.

### IV. SOCIAL & ENTERTAINMENT

**1. Movie Night (message from Susan Smith to Marie Sager)** – February’s Movie Night is scheduled for Friday, February 16, 2018. The movie schedule to play is Despicable Me 3.

Everything is ready for Movie Night.

**2. Literacy Unit (message from Margie Blair and Beth LaBell)** – Margie Blair thanked the Board for the approved two thousand (\$2,000.00) dollars for the supplies and literature. Beth is not hearing back from One Drum like in the past. She is currently in contact with The CAKE Village (Culture of Africa For Kids Everywhere) out of East Dundee, Illinois. Students would be immersed in the culture of Africa that would include two assemblies, dancing, drumming, storytelling for K-2, and a half hour educational PowerPoint presentation piece for Middle School students. A tentative date for this assembly is Thursday, March 1st but it still needs to be determined. A field trip to the Milwaukee Public Museum for Grades 3-5 is also planned. The MPM allows groups of thirty (30) or less; three classes would go over three days. The field trip costs approximately one thousand two hundred (\$1,200.00) dollars and The CAKE Village costs approximately three thousand (\$3,000.00) dollars for a total of four thousand two hundred (\$4,200.00) dollars.

School parent Mr. Seisay is still interested in speaking and performing at the all-school culmination assembly. He and his children would perform with drums and he also mentioned a possibility of a treat but Beth isn't completely sure if he meant he would supply or if he was giving an idea for the school.

A Niccolai/Tellez motion was made and approved to allocate up to four thousand two hundred (\$4,200.00) dollars to go toward this year's Literacy Unit, Grades 3-5 field trip, and the all-school CAKE presentations.

**3. Egg Hunt (message from Becky Keel to Marie Sager)** – This year's Egg Hunt is scheduled for Saturday, March 17, 2018 at 10:00am. Becky Keel is stepping down and Jennifer Tellez volunteered to now chair this event. She was given Becky's contact information to closely work with her as she transitions into the role.

**4. Spring Dance** – The tentative date for this year's Spring Dance is Friday, April 20, 2018. It has been confirmed the 8th Grade Fundraiser will be the previous week on Friday, April 13, 2018. The tentative theme idea is Cosmic.

Kris Strauss has offered to donate the cupcakes again this year but this will be her final year and needs to hand it off to someone else.

#### V. TEACHER AND STAFF SUPPORT

**1. Parent Teacher Conferences (message from Kris Wessel to Marie Sager)** – The next Parent Teacher Conferences will take place on Thursday, March 8, 2018, and Thursday, March 15, 2018. Kris Wessel is willing to cover Parent Teacher Conference meals again this spring and will get in touch with her committee.

#### VI. FUNDRAISING

**1. Spaghetti Supper (message from Beth LaBell)** – The Classroom Raffle Basket list goes home

with students tomorrow. Donation requests have been sent out and the volunteer sign-up sheet will go out next week.

Beth mentioned there will not be Disney park tickets as part of the live auction this year as Disney changed its program. The new program is based on volunteerism and this is maybe possible after the event after providing specific proof of the event and its volunteers. Beth thinks the new program may offer a much larger number of park hoppers available. This new information needs to be further looked into.

Beth is contemplating on sending a note home with students asking for live auction ideas.

The Kingfish have yet another new contact. Hopefully they will be on board again like in the past.

Beth stresses that experiences make great live auction items to bid on. Examples include a paint party, ChocolateFest, etc. Principal Gahart's wife owns a floral shop, Buttercup Bouquets, and a floral design class was mentioned and would also make a great experience. Kastensen's car package is hopefully on board again. Principal Gahart mentioned he will again donate a lamb this year.

Madrigano Marina Shores will be donating the bread from Cardinali's Bakery for the dinner portion.

Beth is unsure if Performance Food Service will be donating the meatballs. The school, however, is in the process of changing food vendors to Sysco with Paris School parent, Mr. Dave Buehler being the Sysco Rep. He is fully on board and interested in working with the school for items needed for the Spaghetti Supper. Roger will be meeting with him next week.

In the past, Festival has donated spaghetti and Meijer has donated lettuce, but both are unknown at this time.

Local follow-up calls will start to take place. Beth has a committee that helps with things like making follow-up calls and picking up donations.

The second Spaghetti Supper planning meeting will be at the end of the month. Jen Rossi will again train our student volunteers on that Wednesday before the event.

Principal Gahart mentioned Spaghetti Supper signs cleaned up nicely.

**2. Gaming Audit (message from Brad Schwer)** – There was recently a gaming audit conducted on PSO fundraisers. Brad communicated what needs to be done with accuracy in order to continue holding a gaming license for fundraisers.

Paris School has been holding a Class A Raffle License but all our raffles fall under Class B and a Class B license would now be required. The Class A License can be closed out or for a twenty-five (\$25.00) dollar fee it can be maintained. In order for there to be a lesser chance for disputes, the following are required:

- The raffle ticket must be a two-part ticket; both ends of the ticket must match at the time of awarding the prize.
- The raffle tickets must be uniform. Writing a name and phone number on the back is not allowed because the tickets would not be identical.
- A deck of cards does not constitute as a raffle ticket.
- The date and time of the drawing must be predetermined, visible, and participants must be present to win.
- Prizes worth six hundred (\$600.00) dollars or greater need to have a name and address recorded and kept on file. A W2-G tax form must also be filled out by the prize winner.

In order to follow the gaming rules accurately, we will need to put these requirements in place for the upcoming Spaghetti Supper. The State of Wisconsin requires tighter documentation that what we have been used to.

Brad is also requesting he receives receipts for reimbursement earlier rather than later.

## VII. OTHER BUSINESS

**1. POPS (message from Nikki Niccoli)** – The next POPS store is scheduled for tomorrow, Wednesday, February 14, 2018 in the art room. The small items have been wiped out and there are big items left for the most part.

**2. POPS Middle School (message from Beth LaBell)** – Beth has only had to replenish beef jerky. It has been officially decided that students will be able to use their Bucks on a gift card of their choice at the end of the year. It has been mentioned at prior meetings that they may be given a few options to choose from.

**3. Clothing Drive** – Dave Fricke, owner of Graphics, Inc. and Fosters ReStore, both in Kenosha, is holding a clothing drive at Paris School this Friday, February 16, 2018. This clothing drive will benefit children placed in foster homes and they get to shop at no cost. Gently used or new clothing will be accepted. There are still questions as to where his trailer will be parked and when it will arrive for Friday's drive. Roger and Dave will figure out the logistics of that. This is a wonderful way to support Dave's new business, as his graphics business provides all the placemats for the Spaghetti Supper each year.

**4. PSO Board Open Positions for 2018-2019** – Marie Sager will move into the position of President. Susan Smith will move into the position of Past President. Brad Schwer volunteered to continue to serve as Treasurer and Jodi Matthews will continue to serve as Secretary.

The PSO Board has open positions for Vice-President.

**Next Meeting: Wednesday, March 6, 2018  
This meeting was adjourned at 8:18pm**

Respectfully Submitted By:  
Jodi Matthews, Secretary  
Minutes Approved: March 6, 2018



## MEETING MINUTES March 6, 2018

**Welcome - The meeting was called to order at 6:39pm**

Those present: Susan Smith, President, Marie Sager, Vice-President, Brad Schwer, Treasurer, Jodi Matthews, Secretary, Past President Becky Keel, Beth LaBell, Bryan Hammond, Jennifer Tellez, Kris Strauss

### I. SECRETARY'S REPORT

The PSO Meeting Minutes of January 10, 2018, were posted on the Paris school website on February 14, 2018.

The PSO Meeting Minutes of February 13, 2018, were approved on a Sager/Tellez motion.

### II. TREASURER'S REPORT

Checking	Opening Balance:	\$38,823.75
	Closing Balance:	\$29,646.57
Savings	Opening Balance:	\$456.33
	Closing Balance:	\$456.37

The Class A gaming license was renewed and a Class B gaming license was purchased. The total cost for the two licenses was fifty-one (\$51.00) dollars.

The Treasurer's Report was approved on a Keel/Tellez motion.

### III. COMMUNITY OUTREACH

**1. Open Enrollment (message from Beth LaBell)** – Tours are still happening.

### IV. SOCIAL & ENTERTAINMENT

**1. Literacy Unit (message from Beth LaBell)** – This year's Literacy Unit focused around a visit to our school by CAKE (Culture of Africa For Kids Everywhere) and field trips to the Milwaukee Public Museum. CAKE visited school on Thursday, March 1st and offered two assemblies, drumming, and an educational piece for upper grades. Grades 3-5 visited the MPM over three different days. The feedback for the CAKE presentations was positive and kids were very engaged. Originally, PSO approved up to four thousand two hundred (\$4,200.00) dollars for this year's

Literacy Unit, but it went slightly over. The MPM field trips cost approximately one thousand five hundred (\$1,500.00) dollars, not including the busing that families paid for. The CAKE presentations cost approximately three thousand (\$3,000.00) dollars. A total of four thousand five hundred (\$4,500.00) dollars was spent for the enrichment portion of this year's Literacy Unit. Two thousand (\$2,000.00) dollars was previously approved for materials such as supplies and literature.

**2. Easter Egg Hunt** – This year's Egg Hunt has been scheduled for Saturday, March 17, 2018, starting at 10:00am. Jennifer Tellez is the new Easter Egg Hunt Chair and is working closely with Becky Keel. Families will not be asked to donate bags of candy to fill the eggs with. Instead, candy will be bought in large quantities from either Sam's Club or Costco. Marie Sager did volunteer to pick up the candy from Sam's Club. Approximately two thousand (2,000) pieces of candy will be needed to fill the eggs. Brad Schwer has agreed to dress up as the bunny. Becky and Jennifer asked for a slight increase of funds from last year's Easter Egg Hunt. They feel two hundred fifty (\$250.00) dollars would be sufficient enough for candy and prizes. Last year, one hundred ninety-five (\$195.00) dollars was spent on candy alone. Prizes are also needed besides candy; Becky mentioned that prizes can be bought at a Dollar Store.

A Keel/Hammond motion was made and approved to allocate up to two hundred fifty (\$250.00) dollars for Easter Egg Hunt supplies.

**3. Spring Dance** – The year's Spring Dance has been scheduled for Friday, April 20, 2018. This event is not open to the community and is for Paris School families only. The theme is *Out of this World*. In the past PSO has approved up to four hundred (\$400.00) dollars for Spring Dance supplies, but Becky is asking for an increase of funds for this year's Spring Dance. She feels five hundred (\$500.00) dollars would be sufficient enough. Two hundred fifty (\$250.00) dollars will go towards the cost of the DJ and the remaining amount would be for food and prizes. Kris Strauss was asked if art club would like to provide the decorations. Kris will also supply the cupcakes one last time before her daughter graduates.

A Tellez/Hammond motion was made and approved to allocate up to five hundred (\$500.00) dollars for Spring Dance supplies.

**4. Kenosha Kingfish (message from Beth LaBell)** – Kenosha Kingfish donated the Ceremonial First Pitch again to this year's Spaghetti Supper. Beth asked if there would be any interest in doing another family Kingfish game night. Like last year, PSO can purchase a certain number of tickets that would include entry into a game and a hat. We would not use this as a fundraiser and there would be no upcharge. Looking at the 2018 Kenosha Kingfish schedule, they have home games on Wednesday, June 7th and Thursday, June 8th.

## V. TEACHER AND STAFF SUPPORT

**1. Parent Teacher Conferences (message from Kris Wessel)** – The next Parent Teacher Conferences will take place on Thursday, March 8, 2018, and Thursday, March 15, 2018.

The March 8th luncheon will be soup and sandwiches among other items. Kris wanted to make this one a bit easier for her volunteer committee since they are already fully vested with Spaghetti Supper. Kris has not yet determined what the March 15th luncheon theme is yet.

**2. Eighth Grade Graduation** – The Eighth Grade Fundraiser is scheduled for Friday, April 13, 2018. There is money in the account from last year's graduating class. PSO will approve to allocate funds at the May PSO meeting after the fundraiser is complete.

## VI. FUNDRAISING

**1. Spaghetti Supper** – Spaghetti Supper is scheduled for Saturday, March 10, 2018. Flyers for volunteers have been sent home with students. Many positions still need to be filled.

Meat donations are still needed to go along with the grill. The grill is coming from Parkside's True Value and LeAnn Drissel is working with them.

Heidi Salas was able to secure a Snap-On tool box donation.

Some examples of Live Auction donations include: Blue Man Group tickets, 8th Grade Graduation Front Row Seating, Candied Bacon, Homemade Beef Jerky, and a monetary gift from the Town of Paris that two bikes are typically bought with.

Kris Strauss met with Sysco Rep. David Buehler and stated the noodles, dressing, small plates, and cheese will come from Sysco. He will be able to offer a much better discount in the future as this year was very time-sensitive.

New takeout containers are wanted. A clamshell-type of container has typically been used for takeout dinners but a tin container with a cardboard cover is what would work most efficiently for the kitchen staff preparing the takeout meals. They can be ordered for two hundred fifty (\$250.00) dollars that will last for multiple years or another option is to ask businesses for a donation or discount.

## VII. OTHER BUSINESS

**1. POPS (message from Nikki Niccolai to Marie Sager)** – The next POPS store date is Wednesday, March 14, 2018. All is well with the stock.

**2. POPS Middle School** – All is well with the middle school bins.

**3. Open Board Nominations for Open Positions 2018-2019** – The PSO Board has an open position for Vice President to fill for the 2018-2019 school year.

**4. Forensics T-shirts (message from Beth LaBell)** – Funding for Forensics T-shirts was again requested. T-shirts are approximately eight (\$8.00) dollars each.

A Keel/Tellez motion was made and approved to allocate eighty (\$80.00) dollars for Forensics T-



shirts.

**5. Playground Update (message from Kris Strauss)** – The initial playground plans shown and talked about at January’s PSO meeting have been slightly adjusted. There is a section that will now be closed off entirely. A platform and an additional slide have been added. Drums have been added where a store front originally was planned for. A secondary equipment set has also been added to replace an older set.

Karie Lothar is being transitioned into the role as Playground Initiative Chair and will take over for Kris Strauss who will be stepping down from the role as this is her daughter’s last year at Paris School.

**6. Middle School Movie Night (message from Kris Strauss)** – This is a Middle School only event taking place on Friday, March 16th. This was Kris Strauss’ daughter Reese’s idea and Kris will be fully funding this event. The movie is yet to be announced. A full sheet flyer will be sent home next week. Susan Smith mentioned Glen Schoen’s name as a possibility for Movie Night Chair to take over for Susan.

**Next Meeting: Tuesday, April 3, 2018 at 6:30pm**  
**This meeting was adjourned at 7:54pm**

Respectfully Submitted By:  
Jodi Matthews, Secretary  
Minutes Approved: April 3, 2018



**MEETING MINUTES  
April 3, 2018**

**Welcome - The meeting was called to order at 6:36pm**

Those present: Susan Smith, President, Marie Sager, Vice-President, Brad Schwer, Treasurer, Jodi Matthews, Secretary, Margie Blair, Bryan Hammond, Nikki Niccolai, Ryan Niccolai

I. SECRETARY'S REPORT

The PSO Meeting Minutes of February 13, 2018, were posted on the Paris school website on March 7, 2018.

The PSO Meeting Minutes of March 6, 2018, were approved on a Hammond/Sager motion.

II. TREASURER'S REPORT

Checking	Opening Balance:	\$29,646.57
	Closing Balance:	\$58,052.73
Savings	Opening Balance:	\$456.37
	Closing Balance:	\$456.41

PSO has the following remaining commitments:

30 Boys and Girls Basketball Uniforms	Approved Amount: \$3,000.00
Ga Ga Pit	Approved Amount: \$3,400.00
Banner for Gym Scorer's Table	Approved Amount: \$100.00
Literacy Unit	Approved Amount: \$6,200.00
Laminator	Approved Amount: \$1,898.00
Audio Equipment	Approved Amount: \$2,200.00
Egg Hunt	Approved Amount: \$250.00
Spring Dance	Approved Amount: \$500.00
Forensics T-shirts	Approved Amount: \$80.00
	<b>TOTAL: \$17,628.00</b>

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

### III. COMMUNITY OUTREACH

**Kenosha County Fair Display (Leadership Needed)** – The Kenosha County Fair will be held from Wednesday, August 15th through Sunday, August 19th. Three (3) or four (4) staff members set the artwork up in the Education Building art display. New leadership is needed. This chairperson would be responsible to monitor the display booth, coordinate volunteers, and set shifts for the assigned supervision hours. The chair also needs to coordinate for the artwork to be taken down and safely returned to school.

Margie would like wood benches for art to be displayed on different levels. She mentioned other schools have a television; most likely for publicity of the school. She goes back and forth on whether that's a good idea to have in our booth since the use of technology is highly promoted for our school. A question that is raised is whether or not publicizing Paris School at the County Fair is even necessary. The Paris School booth would also need electricity added to it. Funds may be requested at the May PSO meeting for wood and other necessary supplies.

### IV. SOCIAL & ENTERTAINMENT

**1. Literacy Unit Report** – Margie thought this year's Literacy Unit was one of the best and most successful to date. The presentations by CAKE, the Seisay Family performing at the culmination assembly, and the MPM field trips for Grades 3-5 were enjoyed with positive feedback by all. Margie also indicated the dollar amount spent on literature materials and supplies was very close to what PSO had approved.

**2. Spring Dance (message from Becky Keel to Susan Smith)** – The Spring Dance is scheduled for Friday, April 20, 2018. Becky requested Brad leave her a check in the office for her to purchase the Spring Dance supplies.

**3. Kingfish Game** – Paris School will hold its second Kenosha Kingfish Game on May 31, 2018. Ticket prices will again be twelve (\$12.00) dollars for adults and eight (\$8.00) dollars for children. PSO kicks in four (\$4.00) dollars towards each purchased child ticket.

**4. Easter Egg Hunt (message from Jennifer Tellez to Jodi Matthews)** – This year's Egg Hunt went very well. Jennifer estimates approximately 90 children attended. Jennifer wanted to extend her thanks to everyone for their support. She also thanks Brad Schwer for dressing up as the Easter Bunny and Principal Gahart for getting the hunt started off. She wanted to make note for future reference that the tornado alarms are tested on the third Saturday of each month. Jennifer wanted Brad to know she will be leaving receipts for reimbursement in the office for him sometime this week.

### V. TEACHER AND STAFF SUPPORT

**1. 8<sup>th</sup> Grade Graduation** – Margie thinks the Eighth Grade Class is currently a little down in funds compared to past years. The 8th Grade Graduation Dinner and Fundraiser is scheduled for Friday, April 13, 2018. On average, they typically raise between one thousand (\$1,000.00) and one thousand five hundred (\$1,500.00) dollars. It will be determined after the fundraiser if more funds

will be needed. New leadership is needed for next year.

A N. Niccolai/Hammond motion was made and approved to allocate one thousand (\$1,000.00) dollars for Eighth Grade Graduation needs.

**2. Teacher Appreciation Week** – Teacher Appreciation Weeks runs from May 7, 2018, through May 11, 2018. PSO will again purchase Starbucks, lunch, and gift cards.

It was suggested PSO consider purchasing lanyards for staff and a few extras for any additional future staff.

Teacher Appreciation Week also typically includes a five (\$5.00) dollar gift card that relates to the theme of the Literacy Unit.

A N. Niccolai/Hammond motion was made and approved to allocate up to six hundred (\$600.00) dollars for Teacher Appreciation Week gifts and gift supplies.

#### VI. FUNDRAISING

**1. Spaghetti Supper Report** – Thank-you letters are wrapping up. We are still waiting on invoices from Valeo's and Sysco. Unopened cases of salad dressing have been returned.

#### VII. OTHER BUSINESS

**1. POPS (Nikki Niccolai)** – The next PAWS Store will be held on Wednesday, April 11, 2018 at 9:30am. Margie wants to make a new schedule for teachers. The kids tend to move along very well. Items worth five (5) Paws or less are among the most popular items. The Paws Store is pretty much out of everything. It was mentioned that a note should be sent out to 5th grade parents as a reminder that students' Paws need to be used up prior to entering Middle School. Marie volunteered to email Mrs. Berce.

**2. POPS Middle School** – Teachers are taking orders for those students trading in their Bucks for store gift cards. There were approximately ten (10) to twelve (12) students who did this last year; there might be more this year.

**2. PSO Board Nomination Status** – The position of PSO Vice President is still open. Susan asked Jodi if she could send out an email regarding the open position to reach more people and then to follow up approximately two weeks later with a second email.

**Next Meeting: Tuesday, May 1, 2018  
This meeting was adjourned at 7:17pm**

Respectfully Submitted By:  
Jodi Matthews, Secretary  
Approved: Tuesday, May 1, 2018



**MEETING MINUTES**  
**May 1, 2018**

**Welcome—The meeting was called to order at 6:33pm**

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

I. SECRETARY'S REPORT

The PSO Meeting Minutes of March 6, 2018, were posted on the Paris School website.

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

2017-2018 PSO Minutes Note: The Minutes for the May 2018 meeting will be submitted to the PSO Board for final approval so that the entire year's Minutes can be scanned and added to the website prior to summer break.

II. TREASURER'S REPORT

Checking	Opening Balance:	\$58,052.73
	Closing Balance:	\$46,250.16
Savings	Opening Balance:	
	Closing Balance:	

Bank statements were not available for Brad to review prior to the May PSO Meeting due to the month of April ending the previous day.

Remaining PSO Commitments as of May 1, 2018:

Item	Amount Approved
30 Boys and Girls Basketball Uniforms	\$3,000.00
Ga Ga Pit	\$3,400.00
Banner for Gym Scorer's Table	\$100.00
8th Grade Graduation	\$1,000.00
Teacher Appreciation	\$600.00
<b>Total:</b>	<b>\$8,100.00</b>

Brad mentioned the Literacy Unit and Sound Equipment have been paid for.

Principal Gahart mentioned the thirty (30) boys and girls basketball uniforms have been ordered this week and he will get that invoice to Brad. The Ga Ga Pit has also been ordered, paid for, and should arrive soon.

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

### III. COMMUNITY OUTREACH

**1. Kenosha County Fair (Beth LaBell and Margie Blair)** – The Kenosha County Fair will be held from Wednesday, August 15, 2018 through Sunday, August 19, 2018. Beth LaBell has been chairing this event for several years and new leadership is needed. Passes into the Fair for volunteers are a great incentive to get help. Typically, the artwork is taken down on the Tuesday or Wednesday following the Fair and prior to the Paris School Open House. Nikki and Marie volunteered to help take down the artwork. Artwork is available for pickup at the Open House in August.

Margie said she would need a very minimal amount of supplies for the display. Wooden benches for projects to be displayed at different levels should be able to be built with materials she already has on hand at home.

**2. Kindergarten Mixer/New Student Welcoming (Beth LaBell)** – The Kindergarten Mixer is set to be held on Monday, August 27, 2018. Beth LaBell and Kris Wessel will co-chair this event again. Beth designs the buttons these new students receive and Kris assembles them and provides a goody bag. Kris also coordinates the food and drinks portion of the evening; she has a team she will contact over the summer to help with donations.

A bus will again be available for all students to take a short ride on. There is no charge for the bus services for this event.

To date, there are four (4) new in-district students enrolled and five (5) Kindergarten students through open-enrollment in addition to the remaining Kindergarten students for the 2018-2019 school year. The Kindergarten classrooms have been capped at thirteen (13) students each for a total of twenty-six (26) Kindergarten students.

The Open House is scheduled for Wednesday, August 29, 2018.

The expenses for the Kindergarten Mixer, the New Student welcoming, and the Open House will be tied together.

A Hammond/Strauss motion was made and approved to allocate up to two hundred fifty (\$250.00) dollars for the needs of the Kindergarten Mixer, the New Student Welcoming, and the Open House.

### IV. SOCIAL & ENTERTAINMENT

**1. Spring Dance Follow-up Report (message from Becky Keel to Susan Smith)** – The Spring Dance was held on Friday, April 20, 2018.

This year's attendance was down and that seems to be the trend over the past few years. There was plenty of food and drinks left over and it was donated to the teacher's lounge. The extra lemonade will be used at tomorrow's Come Read with Me celebration.

Principal Gahart mentioned attendance at the Spring Dance is low and it's becoming a smaller event, especially compared to that of the Halloween Party. He suggested in lieu of the Spring Dance that a different family event, such as a roller skating party, take its place. If we moved forward with that idea for next year, the two options to hold a roller skating event would be in Burlington or Racine.

**2. Kingfish Game (Beth LaBell)** – Flyers for the Kingfish Game went home last week. The game will

be held on Thursday, May 31, 2018. Gates open at 5:30pm and the game will begin at 6:30pm. Beth reserved two hundred fifty (250) seats for this game. She will tally and coordinate seating assignments, doing her best to seat families of the same grade level together. This is a fun, family-friendly, and local event that is nice to hold considering they are a Spaghetti Supper supporter for two years now. Their donation of first-pitch brings in a lot of money to the school.

## V. TEACHER AND STAFF SUPPORT

**1. 8th Grade Graduation (Margie Blair)** – Jenny Becker will be chairing the 8th Grade Graduation this year. The person in charge of Graduation each year is always a non-eighth grade family. Marie Sager volunteered to chair it the following two years in 2019 and 2020.

There will be two recipients of awards for the Awards Assembly this year; one boy and one girl. Each award is valued at seventy-five (\$75.00) dollars.

A Strauss/Niccolai motion was made and approved to allocate up to one hundred fifty (\$150.00) dollars for the Eighth Grade Graduation awards.

**2. Teacher Appreciation Week (Beth LaBell)**—Teacher Appreciation Week will be celebrated Monday, May 7, 2018 through Friday, May 11, 2018.

A flyer of the week's events was sent home with students on Monday. Beth ordered lanyards for the entire Paris School staff. The order has been submitted with no delivery date as of yet. The one (1) inch-wide woven lanyard will say "Paris School Panther Pride" all around it. The cost of each lanyard is five dollars and thirty-five cents (\$5.35). Fifty (50) lanyards have been ordered which will include the entire staff plus a few extras for new future staff.

The purchase of fifty (50) lanyards was not in the original motion of approved funds for this year's Teacher Appreciation Week gifts and supplies. It was decided that PSO will provide the lanyards in addition to the previously approved funds at April's PSO meeting.

Beth LaBell will be using Sign-Up Genius to schedule volunteers to help provide treats in lounge all week. She will get the names and email addresses that Jamee Wojtanowicz has used for this year's Panther Prowl and Spaghetti Supper. That email will be sent out later tonight. The volunteers will provide other treats and goodies in addition to what has already been put in place.

In past years, a five (\$5.00) dollar gift card is given to the staff that correlates with the Literacy Unit topic. Brad suggested a Panera gift card wrapped up like a Mummy.

The following is a tentative schedule of Teacher Appreciation Week treats and goodies for staff.

<b>Day</b>	<b>Treats Ideas</b>	<b>Details</b>
Monday, May 7th	Breakfast	Kris Wessel will provide stuffed French Toast, assorted meats, and fruit. Volunteers will provide for other breakfast foods and beverages.
Tuesday, May 8th	Trail Mix Bar and Beverages	PSO will provide the staff with Starbucks for their staff meeting. Staff will have a sign-up sheet. Volunteers will provide trail mix ingredients and stock the lounge fridge with soda.
Wednesday, May 9th	Appetizers Buffet	Volunteers will provide their favorite hot or

Thursday, May 10th	Luncheon	cold appetizer specialty for during the lunchtime. PSO will provide a staff luncheon. An idea mentioned was pizza and salad from Valeo's.
Friday, May 11th	Chocolate Binge Day and Delivery of Gifts	Volunteers will provide all different types of chocolate candy or homemade specialty. Helpers will also be needed for assembly and delivery of staff gifts.

Marie added that there are plenty of plates, napkins, and cups in the cabinets to be used up. It was mentioned to-go containers would be nice to have for any leftover treats for staff to take home, especially for Friday.

A Tellez/Niccolai motion was made and approved to allocate three hundred (\$300.00) dollars for staff lanyards as part of Teacher Appreciation Week.

**3. Field Day (message from Josh Pye)** –Josh Pye has submitted his Field Day request. Grades K-4 remain at school for Field Day while Grades 5-8 go to Action Territory. PSO covers the cost of admission for each student and busing to Action Territory, bounce houses, and Freeze Pops. It is estimated that it will cost six hundred seventy-seven (\$677.00) dollars for the rental of the bounce houses and three hundred (\$300.00) dollars for busing to and from Action Territory. Admission to Action Territory may cost ten (\$10.00) per student with a total of 134 students.

There was a discrepancy in regards to last year's Field Day and what the total cost covered. One thousand, three hundred (\$1,300.00) dollars was approved in 2017 for the needs of Field Day, but there was no record of it according to Brad. It was concluded it must have come from the school's activity account.

A Niccolai/Hammond motion was made and approved to allocate up to two thousand, five hundred (\$2,500.00) dollars for the needs of Field Day.

**4. Kindergarten Celebration** – The Kindergarten Celebration is scheduled for Thursday, May 24, 2018.

A Strauss/Tellez motion was made and approved to allocate up to one hundred (\$100.00) dollars for the needs of this event.

## VI. FUNDRAISING

**1. Panther Prowl 2017 (Beth LaBell)** – The Panther Prowl date for the 2018-2019 school year has been set for Saturday, October 13, 2018. A planning meeting will occur during the summer break before school resumes. Beth will determine the date of a planning meeting and it's not necessarily the day of school registration.

**2. New Playground Update (Principal Gahart and Kris Strauss)** – Principal Gahart had an updated estimate for the new accessible playground that will replace the old equipment. The main portion of the new equipment will be placed directly outside the doors on the east side of the building with a separate piece placed elsewhere.

The original plan was to ask the Town of Paris Board to help fund this new playground since Paris School acts as the sole park within the Town. Roger has not asked the Board to date, as there may be a much bigger and expansive project in the Town's near future.



As previously mentioned, Nikki Niccolai said her husband, Ryan, may be able to haul the old playground equipment away.

The plan for payment of the new playground according to Roger is that the District would pay for it upfront and then seek reimbursement from PSO. PSO has enough funds to cover approximately half now and the other half can be paid for by the fundraising in the 2018-2019 school year.

Roger thanked Kris for all her work with the entire process of the new playground. He believes it will add to the quality of life for Town of Paris residents.

The grand total for the new playground equipment including two (2) buddy benches, delivery, and a supervised assembly is forty-two thousand, four hundred forty (\$42,440.00) dollars. The delivery and work of the new playground equipment will be scheduled to begin after July 1, 2018 and appear on next year's budget.

Brad estimates that after all prior allocations have been paid for that there is approximately twenty-eight thousand (\$28,000.00) dollars remaining in the account.

A Niccolai/Strauss motion was made and approved to allocate up to twenty thousand (\$20,000.00) dollars toward the purchase of the new playground equipment.

**3. Technology Through Fundraising** – Ten (10) percent of the total fundraising of each school year goes towards our school's technology needs. Funds raised from this year's Panther Prowl and the Spaghetti Supper totals approximately sixty-two (\$62,000.00) dollars. Ten (10) percent of this total equals six thousand, two hundred (\$6,200.00) dollars that will go towards our school's technology needs.

A Strauss/Niccolai motion was made and approved to allocate up to six thousand, two hundred (\$6,200.00) dollars for the purchase of technology needs for our school.

## VII. OTHER BUSINESS

**1. POPS (Nikki Niccolai and Beth LaBell)** – The next PAWS Store is scheduled for Wednesday, May 16, 2018. This is changed from the posted date of Wednesday, May 9, 2018. It has been decided that the first PAWS Store of the 2018-2019 school year will be held in October. Each student will receive a bottle of water and flavor packet at the May PAWS Store as an end of the year gift. There is not much stock left of the store.

Jodi asked Marie if she contacted Mrs. Berce asking her to communicate with the fifth graders that they need to spend all their PAWS before the year end. The fifth grade students are fully aware they will no longer be using PAWS after this school year and that they need to use them up.

Beth estimates she spent around three hundred (\$300.00) on food and school supplies for the Middle School POPS Store this year. With the exception of replenishing beef jerky, the bin did not need to be refilled. The leftover food at the end of the year can either be carried over to the next school year or be purchased by students with Bucks at a discount. That will be at the discretion of the middle school teachers.

Beth will be giving eighth grade students the option to purchase gift cards in exchange for their Bucks. Students will be given order blanks and choose between six (6) to eight (8) choices. Bass Pro Shops is one store that would not be convenient to pick up a gift card; Jennifer Tellez volunteered to pick up a Bass Pro Shops gift card when it is needed.

It is estimated that PSO will need to fund over three hundred (\$300.00) dollars for these gift cards. A Strauss/Hammond motion was made and approved to allocate up to three hundred fifty (\$350.00) dollars for the purchase of eighth grade gift cards in exchange for Bucks.

**2. Social Media (Jodi Madrigrano)** – Jodi is very knowledgeable and a Public Relations expert who has been talking with Beth regarding the possibility of our school utilizing social media as a means to reach out to more people. Having a school Facebook page should result in an increase of proceeds from fundraisers through the use of online donations. Jodi firmly believes having a school Facebook page is a very convenient way to reach more people, whether it's getting more people involved in volunteer opportunities or as a way of receiving school-related information. She is also aware that safety is a high priority with having a Facebook page as a "public page." In the event that there is a school Facebook page, there would need to be one (1) main administrator behind the page facilitating it, spreading the information through the use of appropriate posts, and accepting or denying any comments that he/she would deem worthy of. Other area schools currently have a Facebook page. It could also be used as a means of tracking people to see who is looking at the post(s) and reaching out to people that would otherwise be difficult to (out of town friends and relatives, etc). The West Family is currently working on reconstructing the Paris School Website.

**3. RedPages Request (Kris Strauss)** – Holly Dammann is continuing to chair the Panther RedPages. Kris Strauss has requested the usual eighty (\$80.00) dollars for necessary materials needed.

A Niccolai/Hammond motion was made and approved to allocate up to eighty (\$80.00) dollars for Panther RedPages material needs.

**4. Open Board Nominations for Open Positions 2018-2019** – The position of Vice-President is still open. Jodi Madrigrano asked if a job description is available for people to review to see if they're a good fit for the position. Another idea was for the open position to be the first post on a school Facebook page.

**THANKS FOR AN AMAZING YEAR – SEE YOU IN THE FALL!**

**This meeting was adjourned at 8:59pm**

Respectfully Submitted By:  
Jodi Matthews, Secretary