



**PSO Meeting Minutes: October 3, 2023
Called to Order 6:31 PM**

- **Present:** Andrea Burgess (President), Stephanie Rossi (Secretary), Brad Schwer, Shannon Richards, Kris Kordecki, Michelle Stemler, Crystal Gilbert, Bryan Hammond, Jackie Gerou, Jamie Eibl, Jennifer Morgan, Nikki Niccolai, Roger Gahart
- **Secretary's Report:** Report was printed for review. Notes were reviewed and a motion to approve made by Hammond and Kordecki.
- **Treasurer's Report:** Report was reviewed. No updates needed to report. The transition for Treasurer from Brad to Reanne will occur after the Panther Prowl. Will review the Quicken/QuickBooks licenses in November.

- **Sharing Baskets:** Last month \$700 was approved for providing this year's baskets. Confirmed with Roger that this is still enough. No action needed at this time.

- **PAW Store: Christmas/ Gift Giving Theme:** The first PAW store of the year will be 10/18/23, with November tentatively set for 11/15/23.
 - For the Holiday Store idea Nikki found a company, Holiday Treasures Gift Shop, that comes in with gifts for the kids to buy ranging from \$1- \$10. They would be available to set up Monday December 18th and the kids could shop December 19th & 20th.
 - No down payment is required and they provide the scanners for the inventory that the kids "buy." They just need our Tax ID, we will use the school Tax ID.
 - All students will be given 20 PAWS (roughly a \$5 value) and then they can use any PAWS that they have previously earned to purchase anything extra if they choose to.
 - Roger will go over this in the staff meeting to clarify and get all staff on the same page as far as distributing PAWS goes.
 - Extra Volunteers will be needed for the set up of the store so Kris will forward the list of parents that expressed interest in helping with the PAW store to Nikki and Crystal.
 - Motion to approve this project approved by Kordecki and Richards.
- **Jr High Winter Formal:** The date for this year's winter formal will be 2/9/24 from 7-10 PM.
 - We will continue with the idea of having a rotation of three themes so we can reuse supplies if needed and no student would have a repeated theme.
 - After Prowl we will have a suggestion box put out for theme ideas. We will need the top ideas before the November meeting so we can start planning ideas then.
 - We will need a new DJ for this year's dance.

- **Teacher Wish List:** Last year we approved the amount of \$3,300.00 (\$150 for full time/ \$75 for part time) This year we will keep the amounts the same. There are 19 full time and 6 part time teachers. The amount will remain \$3,300.00 for this year. Brad will speak with Theresa about getting the communication out to the teachers. Receipts will be due by mid April.
- **December Conference Meals:** Conferences will be Wednesday December 6th and Thursday December 7th. For Wednesday we will do Subway sandwiches and Thursday we will reach out to Luisa's for pizza. Along with the usual sign up genius going out to parents. A motion for an \$800 budget for this was approved by Kordecki and Eibl.
- **Holiday Treats/ Classroom Gifts:** Last year the budget for this item was \$1,000. This year Melissa will still take care of this project.
 - There are 46 on staff- we will gift a \$5 gift card this year (\$230.00)
 - There are 25 classrooms- we will gift \$20 per room (\$500.00)
 - There are 252 students - we will provide gifts around \$2. (\$504.00) Looking for ideas for the student gifts. Andrea will look into possible keychain options.
 - Budget for \$1400 to cover gifts and wrapping was approved by Schwer and Niccolai.

- **Panther Prowl/ Assembly:**
 - The sponsorships are steadily coming in and we are in good shape for those. We will want to start calling to follow up on donation letters and pick up this week. Looking for volunteers to do this.
 - For the money counting task, this will be Kristina's last year for counting so we will need to look into having someone take over this role and possibly change the way we complete this process. Jackie volunteered to come in on the 16th for counting.
 - We are also in need of a Welcome Table Manager for the day of the Prowl. Jackie and Kris will reach out to try to find volunteers for this role.
 - Roger will bring in 9 hay bales for the day of the event.
 - Action Territory night will be 11/10/23.
 - Prowl Assembly will now be on 10/25/23 at 2:00PM.

- **PSO Cabinets:** Jackie and Andrea cleaned out the PSO Cabinets and were able to get rid of all of the unnecessary items and donate some of the items that were in there. Requested that, if possible, we could have better monitoring on what goes into this cabinet.
- **School Updates/ Comments:** The new school sign for out front has been ordered! We were able to order the top tier option and their special for this quarter was a 10% savings. No estimated installation date at this time.

- **Non Agenda Items:** CHS Float turned out great!! There was a great presence representing Paris School. The float and props were enjoyed by all.

Meeting Adjourned 8:21 PM
Next Meeting: November 7, 2023 at 6:30 PM