



Melissa Duve, Principal	Jody Drager, Asst. Principal	Lisa Mann, Office Administrator	Elizabeth (EB) Sartor, Chair
Opening, Secretary	Janelle Faulkner, Treasurer	Whitney Meisner, Volunteer Coordinator	Crystal Bergerud, Teacher Appreciation Coordinator
	Stephanie Diamond, Small Fundraisers Coordinator	Opening, Communications Coordinator	

PTO Meeting Agenda – 4/1/24 at 3:30 PM, Rice Media Center

Crystal Bergerud, EB Sartor, Holly Phillips, Angie Leatherman, and Whitney Meisner

1. **Welcome**
2. **General Updates**
 1. Positions Available for 23-24 School Year
3. **Principal’s Report**
 1. Miscellaneous purchases for consideration:
 1. Shade structures for playground - *look into a grant to help cover cost that Crystal found through American Academy of Dermatology. Opens October 1st. Advertise for 2024 WAT purchase goal. Melissa said we can work with the district for estimates.*
4. **Treasurer’s Report**
 1. Budget Update
 1. Field Trips- 3rd has 2 in process, Kinder in process
 2. Dough Nights Totals – *no update from Dominos yet. Melissa will ask Lisa to follow up.*
 3. Field Day Shirts – *that order is placed.*
 4. Teacher appreciation items for April – *Doing this on 4/2/24 – Crystal will set up.*
 5. Mints for CMAS – *all set. Lisa purchased these.*
5. **Upcoming Events Planning**
 1. Art & Tech Night –*this is not going to be held this year. Instead do this next year with more planning for staff availability and coverage.*
 2. Field Day & Someone Special BBQ– 5/23/24 - *see volunteer info below*
6. **Volunteer Coordination**

Field Day – table set up and take down for BBQ, info from Mr. Hannen about station volunteers
*No set up help needed. **ACTION:** Whitney to do sign up genius - 24 helpers in AM session – 2 per station- that same amount in the PM. Station helpers arrive for AM at 8:30- no help needed until then- add specific details in sign up genius; PM session at 12:30. Clean Up needs 10 helpers. Locate him for directions at end of PM session. No helpers for Someone Special BBQ- staff will assist.*
7. **Teacher Appreciation Planning**
 1. May – teacher appreciation week – Monday is flowers and denim- send in a flower (real, drawn, made) and teachers wear jeans, Tuesday is t-shirts and tacos (staff tshirts day and Qdoba), Whimsical Wednesday, Thankful Thursday -notes for teachers, Fab Friday – tie dye shirts, fun outfits
8. **Other business**
 1. Booster for WAT – platform demo to be scheduled – *Aiming for group demo on 6/6/24 – time 3:30 PM – **ACTION:** EB to confirm time with Booster contact; Determine July meeting date TBD in May or June. Agenda: 24-25 Rice calendar, filling positions for 24-25, Booster demo, PTO membership for 24-25*
 2. Kiwanis Outreach – Playground painting of US map – Kiwanis will reach out when they are available for this
 1. **ACTION:** *Melissa to ask Jody to follow up with Kiwanis re: quiet room resources as they are regularly used. EB to circle back re: playground map painting.*

THANK YOU ALL FOR YOUR HARD WORK! LET’S HAVE A GREAT YEAR!

3. School Supply Box vendors – send interest survey out to parents with class input survey. If there is parent interest we will further evaluate vendors. **ACTION:** *EB to create draft survey questions for Melissa’s review. Send week of April 15th if possible.*
4. Internet Safety Night Feedback and considerations for future info sessions and engagement – *good interest from those who attended – have Barbara return and include district IT resources, have a session in September, put the McGruff online contract on Rice Website and call it out in a Monday Message.*
5. Mascot debut at habit assemblies – *did great at the habit assemblies- looking forward to more events!*

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