**High Bridge Parent Teacher Organization**

**Meeting Minutes**

**April 12, 2022**

1. **WELCOME**
2. **HIGHLIGHTS/OLD BUSINESS**
   1. **Discount Cards/PTO Memberships**
      1. No new updates for discount cards; need to pay the vendor
      2. No new PTO members
   2. **Middle School Play**
      1. PTO did ticket sales, candy grams, t-shirts, and lion ears
      2. PTO sold some candy at intermission after the first performance; demand was high so we will try to do next year
      3. PTO donated water and snacks for Tech Week; usually don’t do that because we use leftover snacks from Kids Night Outs (didn’t have any this year)
   3. **Pampered Chef**
      1. Decided to keep open until April 24
      2. Currently $876.15 in sales – mostly staff making purchases
      3. Currently would get $265 in free products that we will split to do MS and ES raffle baskets
   4. **8th Grade Donation**
      1. PTO usually donates $450 to the 8th Grade class; any money left over is handed down to the following class
      2. Because of budget cuts, PTO can donate $300 now and $150 after the Color Run
   5. **Board Elections**
      1. Elections start on May 1
      2. Nicole Groover is stepping down as President and will run for MS Vice President
      3. Katy Lido will take over as President
      4. Secretary position is open
      5. Member-at-Large positions also open; these are a great introduction to what being on the PTO Board is like
      6. Courtney Bolger created the nomination form and can email it out as early as tomorrow; it goes out to the entire community – will be sent by the school
      7. Nominations close at the end of April
      8. Anyone can nominate but only PTO members in good standing are eligible to vote
3. **FINANCE REPORT**
   1. See Finance Report
   2. March transactions:
      1. Box Tops $319.70
      2. Book Fair $2,48.73 – we keep $1,400; rest goes back to Scholastic
      3. Book Fair Refund $14.98
      4. Tech Week Snacks $119.87
4. **ADMINISTRATOR REPORT:** None
5. **TEACHER LIAISON – Jana Brown**
   1. Said thank you to the PTO for all they do throughout the year
   2. No questions or suggestions
   3. Reminders are helpful for the PTO meetings
6. **SCHOOL BOARD MEETINGS: May 9 & 16**
7. **NEW BUSINESS/UPCOMING EVENTS**
   1. **501c4 to 501c3**
      1. Hope to have form ready for next meeting
   2. **MS Book Fair**
      1. Set up morning of April 25
      2. Book Fair during lunches April 25-29
      3. Not a BOGO; just a regular book fair
      4. Posters go up tomorrow before Spring Break
      5. Books have been delivered
      6. In the Fall we had $1,000 in sales, so we hope to do more
   3. **Spring Clothing Drive**
      1. April 26 to April 29
      2. Set up the 25th; pick up on the 29th around 9 a.m.
   4. **Administration Day – April 27**
   5. **Color Run – June 10**
      1. Assemblies will be outside for both schools on April 28
      2. Need to know whether the preschoolers can participate
      3. Can 4th Graders pair with preschoolers?
      4. We have a powder-free area on the blacktop
      5. Will get back to Admin with the time
   6. **Kids’ Night Out at ES – April 29**
      1. Outdoor dance at the ES
      2. Dr. D is DJing – costs $500; can’t hold May 6 for rain date
      3. Will sell concessions
      4. Not allowed to have inside because of social distancing
   7. **Kids’ Night Out at MS – April 29**
      1. PTO joining with Student Leadership to do KNO
      2. Will have pizza and ice cream sundaes
      3. We split the cost of renting a gaga pit
   8. **Spirit Wear**
      1. Will begin early May
      2. Sales open for 1 week to 10 days
      3. Laurel Gecek to send out, post on social media, do an email blast through the school
   9. **Principals Day – May 1**
   10. **Graduation Signs**
       1. Sales start May 1 through May 8
       2. Parents have said they want this
       3. Pre-K, Kindergarten, 4th Grade, and 8th Grade
       4. Be available for pickup the first week of June
   11. **Teacher Appreciation Lunches – May 4**
       1. ShopRite donating food
       2. Picking up at 9:30 a.m.
   12. **School Nurses Day – May 11**
   13. **Gaga Ball at MS**
       1. 8th Grade students decided not to do it because they wouldn’t have it before they graduate
       2. MS will want to revisit for next year after blacktop is done
   14. **Gambling Permit**
       1. Wanted to do a 50/50 and gift the proceeds to a specific department at the Soap Box Derby
       2. License had lapsed, so we had to reapply
       3. Will not have in time for the Derby
8. **NEXT MEETING: May 17th at 7 p.m.**
9. **QUESTIONS/COMMENTS:** Feel free to contact the PTO with any questions or comments at [HighBridgeSchoolsPTO@gmail.com](mailto:HighBridgeSchoolsPTO@gmail.com)

**IN ATTENDANCE:**

Nicole Groover, President; Laurel Gecek, MS Vice President; Courtney Bolger, Treasurer; Katy Lido, Secretary. Member-at-Large: Renee Brown. Administration: Christi Roling. Teachers: Jana Brown. Community: Priscilla Racke, High Bridge Hound.