

# Bullock Creek/Pine River PTO Meeting Minutes

August 6th, 2020

Virtual via Zoom

## Special Expense Approval Meeting

\*\*\*DRAFT\*\*\*

**In attendance:** Sarah Huss, Bryan Reder, Chelsea Gillean, Heather Bisson, Dennis Tomko, Traci Wells, Melissa Czolgosz, Dani Liphard

**Call to Order:** 6:32 P.M. Virtual Meeting via Zoom

### Secretary Report- Chelsea Gillean:

Changes: NONE

Motioned --Sarah 2nd Approved--Heather

### Treasury Report- Sarah Huss -Treasurer Anya Skym - Co-Treasurer:

Previous/Current Balance: \$19,230.00 as of June 30th, 2020.

*\*Due to the COVID-19 pandemic, a full year budget was not prepared and approved for the year at this point in time. Expenses totaling \$11,900 were approved for the 2020/2021 school year. This includes a new safety and health budget to provide \$5 per teacher and \$2 per student for health and safety items.\**

*\*\*Important item of note is maintaining \$6,000 carryover to fund the following year\*\**

Suggestion: Hold off on purchasing a fence for Pine River (estimated \$700) and picnic table for Pine River (estimated \$900) until the school year progresses and we see what the principals, teachers, students, and schools need more.

Motion: To provide \$5 per teacher and \$2 per student for additional health/safety items

Motioned--Traci 2nd Approved--Chelsea

Expense Item	Amount
<b>FUNDRAISERS</b>	
Little Caesars Pizza Kits	
Pizza kit prizes	\$ (700)
<b>STUDENT ENRICHMENT EXPENSES</b>	
Equipment	
Pine River Smart Board	(2,000) *
Pine River Picnic Table	- *900 on hold until post-covid
Pine River Fence	-
Magazine Money	- no magazines
Classroom Supplies	(250)
Teacher Reimbursements	(4,000) \$100 per teacher
<b>SAFETY &amp; HEALTH</b>	
Face Masks (47 BCEL + 26 pine)	(425) \$5 per teacher
Lanyards	(1,050) \$2 per student
<b>GENERAL/ADMINISTRATIVE &amp; OTHER EXPENSES</b>	
Teacher Appreciation	(800)
General and Administrative	
Accounting software	(880)
Website Maintenance	(675)
Insurance	(650)
Advertising & Marketing	(100)
Other General Expenses	(150)
Printing Supplies	(150)
Licenses	(20)
Bank Charges & Fees	(50)
<b>TOTAL</b>	<b>\$ (11,900)</b>

**Fundraising- Traci Wells - Vice President:**

-NA

**Spirit Sticks/Lancer Pride Day:** The PTO will provide each classroom with a spirit stick at the start of school, it will be a mix of new and old stock. All Y5 and K students will receive a "You belong at the Creek" stick.

**Amazon Smile** - PTO is signed up through Amazon Smile to receive a small % of sales made if a shopper uses the link assigned to our organization. You need to go to **Smile.Amazon.com** and assign BC/PR PTO as your organization. (<https://smile.amazon.com/ch/26-1840401>)

**Events- Heather Bisson-Vice President:**

- NA

**Volunteer Coordinator - Dani Liphard:**

-NA

**Communications Chair - Chelsea Gillean:**

-NA

**Teacher & Staff Requests/Other School Communications:**

**Pine River-**

**BCEL-**

**Break-Away Lanyards-Dennis** requested break-away lanyards for students for masks-so students can keep with them for both health and safety reasons.

**Face masks w/ clear space-Dennis:** requested face masks that have a clear shield for teachers and staff.

\*Motion was approved (above in treasurer's report) for \$5 per teacher (approx. \$425) and \$2 per student (approx. \$1,050) for additional health/safety materials.

**Other Business/Communications/Misc:**

\*PTO will research lanyard costs so that every student attending BCEL and Pine River will have a break-away lanyard for their face masks-Chelsea will contact Sandlot, Heather has a quote with Discount Mugs for approximately \$700.

\*Bryan will research using the theater as an avenue to provide the kids popcorn in a safe manner.

**UPCOMING MEETING/EVENT REVIEW:**

**Next PTO Meeting:** Monday, September 14th-@ 6:30 p.m., Pine River Elementary

**Adjourned:** 7:47 p.m. Motioned--Bryan 2nd Approved--Traci

***Minutes Compiled by: Chelsea Gillean; Secretary/Communications Chair***

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 Facebook: [Bullock Creek/Pine River PTO](#)

**2020-2021 PTO Board**

**President:** Bryan Reder **VP of Fundraising:** Traci Wells **VP of Events:** Heather Bisson

**Treasurer:** Sarah Huss **Co-Treasurer:** Anja Skym

**Secretary:** Chelsea Gillean **Volunteer Coordinator:** Danielle Liphard