

# Natcher PTO

Date : September 16, 2019

Time: 5:30 p.m.

Location of Meeting: Natcher

**Meeting called by:** Shellie Tidball      **Type of meeting:** Monthly PTO Meeting  
**Secretary:** Leslie Hudson

**Attendees:** Shellie Tidball, Leslie Hudson, Nicole Weaver, Megan Cardwell, Shanetti Jones, Leslie Griffis, Prashanti Chennamsetti, Lian Pau, Vedrana Forsythe, Stephen Young, Tina Bishop

## Meeting Agenda

- I. Welcome
- II. Old Business/ Past Events

## Notes

**Reports:** Minutes from the August 19, 2019 meeting were distributed. Minutes were reviewed and approved as written.

**Reports:** Treasurer's Report: Current Available Balance - \$12,526.00. Nicci reported our income to date is \$13,529.22 for (membership, t-shirts, spirit shop, smart cards, b-day grams, candy sales, and Pelican's Spirit Night. Our expenses to date 4,882.51. We also have an outstanding balance of approximately \$12,095 to Great American Candy due 30-45 days after we close candy sales.

**Agenda item:** Principals Report      **Presenter:** Stephen Young  
**Discussion:**

Mr. Young was filling in for Mr. Thornhill. He wanted to encourage everyone to come out on Thursday, September 19 for the Internet Safety program. PTO has approved to pay for childcare for the event. We will pay \$15 per hour per sitter.

**Agenda item:** Spirit Shop      **Presenter:** Prashanti Chennamsetti  
**Discussion:** Spirit Shop has had some great success so far this year. Having it open for Goodies with Grandparents really boosted sales of merchandise and t-shirts. We have low inventory or out of stock on some of the more popular items. Prashanti is going to create a survey to send out to the students/families to get an idea of what types of products they would like to see us carry in the spirit shop. It was also suggested that we send out a price sheet so students and families will know how much money to bring in when we the Spirit Shop is open.

**Agenda item:**

**Fall Festival**

**Presenter:**

**Shellie Tidball**

**Discussion:**

Fall Festival is scheduled for Friday, October 25 from 5:30 to 8:00. The first shift of volunteers will need to be there no later than 5:00. Volunteers working in the food area will also need to come in earlier so they can make sure everything is prepared and ready to start serving at 5:30. The silent auction will end at 7:30. We will be having 3 inflatables again this year. Mr. Young suggested when Shellie calls for quotes she negotiate a better price letting them know we will need inflatables again in the spring for our Jump-n-Jog. We have used Space Walk of Glasgow for the past few events. It was agreed that the inflatables will be set up in the playground area and we will need to get industrial lights. There might be a connection from a Natcher family to get the lights donated, otherwise we will have to pay for them and they are approximately \$350-400 for the night. Leslie Griffis has asked Reinhart for a donation of 500 hot dogs and hot dog buns, and is waiting on a confirmation. Leslie Hudson suggested that a letter be sent to GFS Corporate to request a gift card to use in the store to purchase condiments. PTO will also need to purchase foil to wrap the dogs, napkins, and chips. No one was sure if the sixth grade was going to do Chick-fil-a sandwiches this year or not. In the previous year's beta has operated popcorn and nachos, Ms. Turner had a booth for Fluffy Puff Cotton Candy. There has been a sweet shop and a caramel apple table. Shellie said she has reached out to food trucks and Whit's Dogs is available, and they will give us 10% of sales, but they require a \$500 minimum food purchase. Everyone felt it was better for us to do the hot dogs instead of getting a food truck. We will need volunteers to grill the hot dogs. Mr. Young was going to reach out to Hillview to see if they would have anyone who would want to come back and grill for our Fall Festival like they did at Open House. There was some discussion about the games and PTO Sponsored versus Teacher Sponsored. If teachers select a PTO game and PTO provides the equipment and prizes all the tickets from those games will be added together and split between those teachers and PTO. If a teacher elects to do their own game/booth then they will get 100% of the proceeds they collect. It was agreed that we would continue this same process for games/booths this year. Shellie asked members present their thoughts on sending home 4 or 5 free tickets with every student the day of the fall festival to try to entice them to come back to the event. Overall most felt this was a great way to get the kids to come back and if they came back, they would buy more tickets. There was also discussion about the prices of the tickets and possibly reducing them, but no decision was made. A suggestion was brought up again about doing baskets at the silent auction instead of the random items, but from previous experience, the baskets did not go over well. There was not a lot of support from the classrooms to get items for a classroom basket and the consensus seems to be that the families will be more likely to bid on smaller priced items that are more affordable than several hundred dollars for a basket. Shellie would like to do pre-sales for tickets and armbands, current prices are \$5.00 for each armband and \$0.50 per ticket. An incentive to offer a discounted price for those that order through a pre-sale was discussed. It was also recommended that there be a clear deadline established for pre-sale tickets and turnaround time to get the tickets/arm bands home to the families. Prashanti is going to create a Sign-up Genius for Fall Festival and she has been encouraged to reach out to area middle and high schools as well as WKU sororities for volunteers needing service hours. Shellie asked Megan Cardwell to contact GFS about a donation for condiments and to work on identifying prizes for each game. Shellie also asked Shanetti Jones if she would reach out to Starbucks on Scottsville Road to get coffee donated for the Fall Festival and be in charge of getting it to the school that evening.

**Agenda item:** Smart Cards **Presenter:** Nicci Weaver  
**Discussion:**

Smart Card sales have concluded. We sold a total of \$6,585 in Smart Cards. We will be sending a \$2,702.50 check this week to pay our portion of the cost of the cards. Our profit from the 2019-20 Smart Cards sales is \$3292.50.

**Agenda item:** Candy Sales **Presenter:** Shellie Tidball

**Discussion:**

Candy sales seem to be going well. We currently have about 100 boxes of the 430 ordered left that have not been handed out. Since Sweet Shop has not started up yet, Mr. Young suggested PTO set up a "Sweet Shop" on Friday at 2:30 to sell World's finest chocolate candy to the students.

**Agenda item:** Board Job and Responsibilities **Presenter:** Shellie Tidball

**Discussion:**

Shellie would like to review and re-assign specific job tasks to each board member. A job description for each board position was distributed and some suggested changes were discussed. Further discussion and re-writing of the by-laws will be addressed in future meetings.

**Adjourned: 7:30 p.m.**

**Next Meeting: Monday, October 21 at 5:30 p.m.**

**Agenda Items**

- I. Welcome
- II. Old Business/Past Events
- III. New Business/Upcoming Activities

2019-20 PTO Meeting Dates @ 5:30
Monday, October 21, 2019
Monday, November 18, 2019