



## **PTO General Membership Meeting**

*A. G. Wright Middle School*

November 2, 2022

7:00pm

### **Board Member Attendees**

Tasha Burzynski, President  
Brittany Spears, Vice President  
Becky Mulder, Treasurer  
Jennifer Murdock, Secretary  
Kristin Patton, Co-Secretary  
Nicole Gioia, Board Member at Large

### **School Representative Attendees**

Carly Hegna, Principal

### **Meeting Called to Order**

### **Agenda**

- 1) Minutes approved for prior meeting
- 2) No old business brought forth from prior meeting
- 3) **Officer's Reports**

- **Vice President's Report**

Recommended a designated Spirit Night coordinator

-Reported Chipotle will give 33%; Many restaurants have generous contribution

-Feels this is underutilized and proceeds will offset additional fund requests

-Kristin Patton will contact local restaurants and the skating rink to gather information and set up dates until a Spirit Night chair is located

Requested from Principal Hegna a calendar of all known events for the remainder of the school year. This will allow adequate planning and ability to get volunteers in a timely manner.

Honors Cafe feedback

- Suggested done by grade level vs. pick your time slot for future dates
- Recommended sending a survey to students about what they liked/disliked to improve upon for future events

- **Treasurer's Report**

Account Balance \$25,785.65

Treasurer's Report attached

Honors Cafe

- Funds used will be taken from Emerging Requests
- Estimated budget for the year is \$1600

#### 4) **Committee Reports**

- **Tiger Bites**

Everything is reported to be going well  
Seasonal item to purchase: Christmas Cakes

- **Staff Appreciation**

*Report provided by Kate Shifflet, chair, via email and read (absent)*

Upcoming Events:

#### **NOVEMBER**

#### **Staff Friendsgiving - Thursday, 11/17 (per chair email)**

- Two sign ups went out today - 1) to staff for the food items they want to bring for their potluck and 2) to parents for contributing some supplies and to volunteer to serve.
- Jennifer, please give an update on turkey and drink donations.
- Jennifer/Tasha, please confirm who is getting the right oil for cooking the turkeys and also who is coordinating with the kitchen staff.

#### **PTO Meeting Discussion:**

##### **→ Turkey/Drink Donations: Update by Jennifer Murdock**

Weis is donating three turkeys and two cases of Coke. Giant has donated a \$20 gift card to purchase turkeys. No other stores will donate at this time. Turkeys will be delivered to school on Friday, November 4, 2022. Jennifer Murdock is purchasing three additional turkeys.

Staff Friendsgiving luncheon needs six turkeys with a weight of 15 lbs each.

##### **→ Oil/Kitchen Staff Coordination:**

Tasha Burzynski will purchase the oil and coordinate with Mrs. Hegna for staff.

**Pie Day - Monday, 11/21 (per chair email)**

- Included in today's sign up was also a request for pie donations. We're hoping to get a pie donated for each staff member.

- We'll package with gift tags and deliver to staff

- If we don't get enough donations and don't have enough funds to cover the difference, we can deliver slices of pie to staff (TBD)

I will plan to staff the Staff Friendsgiving and Pie Day. I'd love your help, too - see your email for the Sign Up Genius to volunteer your time and contribute.

**DECEMBER**

**12 Days of Winter "Fun"derland (per chair email)**

Current budget: \$1,000

- Below is a draft schedule for December. Please confirm if this outline works. I will detail this further once I determine more costs and if I can secure a lunch sponsor.

- Once this is confirmed, I'll put together a graphic with all the details that can be shared with staff and a sign up for parents.

Mon 12/5 - Popcorn bar with toppings - Est. \$125 (PTO)

Tues 12/6 - Dunkin' Truck - 10:30-12 pm - Set up in bus loop (Complimentary from Dunkin' / GES coordinated)

Wed 12/7 - Small treat TBD (PTO)

Th 12/8 - Lunch (PTO) - asking local realtor re: sponsoring with sandwich platters from Publix

Fri 12/9 - Afternoon pick me up / Baked goods - Parent donations

Mon 12/12 - Scavenger Hunt / Game (Hegna) - PTO provides prizes

Tues 12/13 - Lunch (Sponsored by SCA) - Tasha, can you confirm this plan?

Wed 12/14 - Hot chocolate bar (PTO) - estimated \$75

Th 12/15 - Ugly Winter Sweater Contest - Staff coordinate, PTO provides prizes

Fr 12/16 - Small treat TBD - Parent donations

Mon 12/19 - Scavenger Hunt / Game (Hegna) - PTO provides prizes

Tues 12/20 - Gift to all teachers - AGW travel mug - estimate \$550

- We have a few items already purchased for the gift cart that we'll plan to do during Staff Appreciation Week in the Spring.

- We will plan to ask for a few more gifts from local businesses for game prizes as well.

Thanks and let me know if you have any suggestions or ideas -

[kate.c.shifflett@gmail.com](mailto:kate.c.shifflett@gmail.com)

**PTO Meeting Discussion:**

- Calendar is completed indicating what is PTO responsibility and school responsibility

- Tasha Burzynski reported SCA is to provide one lunch
- Cup to be purchased for teacher gift from PTO
  - Tasha Burzynski to send school logo
  - Maroon logo on silver cup

- **Spirit Wear**

Online store: Only two teachers bought merchandise

Discussed purchasing vinyl stickers

Order 2 rolls: 4" 250/qty \$167.83 or 3" 500/qty \$164.90

Treasurer reported PTO is about to break even on cost of Spirit Wear purchased

- **Honors Cafe**

*November 2, 2022* (Held in Library 1st block, 3rd block, 4th block)

198 students

Beads purchased:

2 cases: 144 qty/case \$120/case

Remaining beads: To be sold on Tiger Bites cart/used for another event

Cookies

34 dozen purchased \$98.28      Approximately 4 dozen leftover

PTO determined expenses will be approximately \$400 per 9 weeks

Three remaining Honors Cafe events

Final Honors Cafe in May will be award ceremony

- **Dances**

PTO sponsored 8th grade Glow Dance *October 28, 2022*

*Per Treasurer's Report YTD* (Full expense/revenue report on next Treasurer report)

Net: \$207.82

Ticket sales: \$430

107 attended

21 free passes

Concessions

\$212.58 spent

\$169.75 made

Treasurer reported there was a \$42.83 loss in concessions sales

Pizza: 12 purchased, 9 sold

- ❖ There was a conflict with 8th grade dance night:
  - 8th grade Band Night at MVHS

## 5) **Principal's Report**

Mrs. Hegna stated the new tables for the student courtyard special project can wait and suggested postponing until the 2023-2024 school year. She felt the current extreme inflation was an added cost. The tables have increased significantly since she proposed this project and submitted the quotes to the PTO last month. Mrs. Hegna stated she wants the available PTO funds to benefit student activities and other student needs at this time. May use funds for other items. (i.e. cotton candy machine)

The PTO board stated the original request for this project was allocated in the budget. The PTO board suggested to Principal Hegna a determination be made in the late spring regarding how much money is left in the PTO account and revisit this project. This was agreed upon by Mrs. Hegna and the PTO board members.

The PTO will purchase shirts for next fall prior to the end of the year.

## 6) **New Business**

### ➤ **Treasurer Resignation**

Becky Mulder, the current PTO Treasurer, tendered her resignation. Ms. Mulder stated she would remain until the end of November 2022. She indicated if no one is located to become the new PTO Treasurer she would continue keeping the financial records but is unable to commit additional time to events.

Mrs. Hegna and the PTO board will seek a candidate to fill this PTO board vacancy.

### ➤ **Addition of Bingo night**

It was suggested by Brittany Spears to add a bingo night to the events calendar. PTO member Tina Johnson said she would help set up the event.

The PTO board will revisit this event at the December meeting.

*Proposed month:* January or February 2023

### ➤ **Chili Cook Off for Staff**

The PTO board discussed contacting Kevin Krohner to coordinate the event again this year.

*Date:* February 2023

### ➤ **Charitable Contributions**

Brittany Spears asked if the PTO can help support a school charitable need identified with volunteers or provide missing items. A discussion was held regarding what the school social worker does currently. Suggestions included a food drive, car drive or sponsoring two families. Ms. Spears will contact Mrs. Robinson, the school social worker, to identify what need the PTO can fill within our school community.

### ➤ **Gifts for Committee Chairs and Volunteers**

A discussion was held to provide an end of the year gift for chairs and volunteers. The PTO board will revisit this at a spring meeting to determine the item and/or luncheon.

### ➤ **Bylaws Discussion Meeting**

To be determined at a future date.

**7) Staff Fund Requests**

- **Virginia Conville**, Math **Request:** \$35, \$5 Tiger Bite coupon  
Reason: A staff pumpkin decorating contest  
Supplies: No supplies needed. Prize of gift cards in amounts of \$25, \$10

**Approved: Yes**

- **John Sullins**, 7th grade Math **Request:** \$70  
Use: Introduction to expressions to determine variables  
Supplies: 7 bags of fun size skittles

**Approved: Yes**

- **Sydney Schwaiger**, 6th grade English **Request:** \$20  
Use: Student pumpkin painting contest to run on Twitter for Tiger Time social media lesson  
Supplies: Ten \$2 Tiger Bites Coupons

**Approved: Yes**

- **Mariana Latham**, 8th grade Science **Request:** \$170  
Use: Course in motion unit  
Supplies: Hot wheel tracks, Hot Wheel cars, etc.

**Approved: Yes**

**8) Items to Table for Next Meeting**

- ☐ Bingo game night date  
☐ Bylaws discussion meeting date

**9) Next Meeting**

December 7, 2022 at 7:00pm

**Meeting Concluded**