

Bullock Creek/Pine River PTO Meeting Minutes

August 6th, 2020

Virtual via Zoom

Special Expense Approval Meeting

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
FUNDRAISERS	
Little Caesars Pizza Kits	
Pizza kit prizes	\$ (700)
STUDENT ENRICHMENT EXPENSES	
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
SAFETY & HEALTH	
Face Masks (47 BCEL + 26 pine)	(425) \$5 per teacher
Lanyards	(1,050) \$2 per student
GENERAL/ADMINISTRATIVE & OTHER EXPENSES	
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)
TOTAL	\$ (11,900)

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

CONTACT INFO:  **Email:** bcprpto@gmail.com  **Website:** www.bcprpto.org
 **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