

James H. Watson
PARENT TEACHER ORGANIZATION MEETING MINUTES
August 29, 2017



A meeting of the Watson PTO was held in the Watson Cafeteria on Tuesday, August 29, 2017. The meeting began at 6:39 pm.

WATSON PTO EXECUTIVE COMMITTEE

- Leah Denson - President
- Kim Marksteiner– Vice President
- Karyn Coleman – Co-Treasurer
- Nicole Kirincic – Co-Treasurer
- Meredith Bickell – Co-Secretary

ADMINISTRATION PRESENT

Michelle Lavin, Principal

WATSON STAFF PRESENT

Marcie Claesgens, Teacher Liaison
 Gretchen Pishkur, Teacher Liaison

PARENTS PRESENT

Twenty-two (22) parents were in attendance.
 Sign-in sheet is available for review upon request.

Next Meeting—October 10, 2017—3pm Library

1	Meeting Called to Order <ul style="list-style-type: none"> • The meeting was called to order by Leah Denson at 6:39pm.
2	Pledge of Allegiance <ul style="list-style-type: none"> • Mrs. Lavin led us in the pledge of Allegiance
3	Welcome to Watson Parents and Staff <ul style="list-style-type: none"> • Leah Denson welcomed parents and staff.
4/5	Reading and Approval of May 2017 Meeting Minutes <ul style="list-style-type: none"> • Meredith Bickell read the May 2017 Minutes. Amy Steagall motioned to approve the minutes pending the ukulele section change to say "will be used by grades K-4). Mrs. Pishkur seconded the motion. The motion passed.
6	Treasurer’s Report – <ul style="list-style-type: none"> • Karyn Coleman read the current Treasurer’s report. Mrs. Claesgens motioned to approve the report and Amy Steagall seconded the motion. The motion passed.
7	Teacher Liaison Report— <ul style="list-style-type: none"> • Mrs. Pishkur reported that the teachers and staff were very happy and thankful for the welcome back breakfast.
6	<p>OLD BUSINESS—Kim Marksteiner</p> <p>Introduction of Teacher Liaisons</p> <ul style="list-style-type: none"> • Mrs. Claesgens, Mrs. Pishkur, and Ms. Yelich will be the PTO Teacher Liaisons for the 2017-2018 school year. <p>Introduction of PTO Board Members for 2017-2018—</p> <ul style="list-style-type: none"> • Our 2017-2018 PTO Executive Board elected at our May 2017 meeting President--Leah Denson Vice-President—Kim Marksteiner Co-Treasurer—Karyn Coleman Co-Treasurer—Nicole Kirincic Co-Secretary—Meredith Bickell Co-Secretary—Laura Tressel <p>Introduction of PTO Committee Co-Chairs</p> <ul style="list-style-type: none"> • Sara Kroncke and Candy Witry have volunteered to help us with Santa Shop • Yianna Pallas has helped chair Spirit Wear. • Brenna Oberholtzer will co-chair Wildcat Walk. • Becki Murphy will co-chair the new Watson Boo Bash. • Barbie Livingston will co-chair the Staff Appreciation week for next year. <p>Rear Gate</p> <ul style="list-style-type: none"> • We voted last meeting to purchase a rear gate to prevent vehicles from driving behind the

- school during school/recess hours. The vote passed. The project is estimated at \$1,500.
- We obtained three quotes and decided to go with Hammond Fencing. The gate was put in place Saturday 8/20 and cost \$1,350.00

Landscaping

- New mulch was purchased and installed in the front courtyard.
- We obtained three quotes and went with the cheapest bid-- Morgan's Landscaping. They did a great job!
- We will need to wait on mulching the inside courtyard, but as soon as we are certain pests are under control we will host a weed day for service hours for NJHS, NHS, and Dollars for Scholars.

New Projector for the Cafeteria

- Teacher Liaisons have requested a ceiling mounted projector for the cafeteria that could be used frequently for class presentations, assemblies and as a special treat to show movies during lunch time.
- PTO is looking into costs associated with this with the help of Ms. Yelich. Parents present at the last meeting agreed that this would be an excellent purchase.

Ukuleles

- Monies were left over from Staff Reimbursements at the May 2017 PTO meeting. Mrs. Puzey brought to the board the request for ukuleles to be purchased to be used in music programming for students in grades K-4.
- We voted at the meeting to purchase Ukuleles with the purchase not to exceed \$500.
- 17 Ukuleles were purchased Wednesday, August 16, 2017 and delivered to Mrs. Puzey. Final cost \$467.50.
- The Ukuleles will be for use at Watson and will remain property of Watson Elementary.
- We have the option to purchase the insurance on the ukuleles for two years covering any breakage at the cost of \$8.99 a ukulele. We would need to vote to approve this. Total \$152.83
- Shawn Halloran motioned to approve the purchase. Barbie Livingston seconded the motion. The motion passed

7

NEW BUSINESS—Karyn Coleman & Leah Denson

Watson PTO Proposed 2017-2018 Budget - ACTION REQUIRED

- The proposed 2017-2018 Budget was distributed at the August 29th PTO meeting and posted on the Watson website in the PTO section for review.
- No comments and/or questions were received.
- Barbie Livingston motioned to approve the budget. Brenna Oberholtzer seconded the motion. The motion passed.

Watson PTO Business Documents

- The following documents are submitted to LCSC annually:
 - State of Indiana Business Certificate of Incorporation Renewal
 - Current financial statement.
 - The proposed fundraising activities and support for the school year.
 - An updated list of officers.

Recent Expenditures by Watson PTO

- Welcome Back breakfast for Watson staff--\$75
- Welcome Back to school Wildcat key chains--\$425
- Spiritwear--\$737 (just the expense. Profits still being tallied.)
- BooHoo, WooHoo Breakfast--\$73 (will be a little more to include BooHoo packets for parents.)
- PTO packets and envelopes--\$388

Watson PTO Membership Drive—"PTO Rocks!"

- The membership drive was held August 14-August 22nd. PTO packets and envelopes went home with all students on the first day of school.
- For every family that signed up their students' names were added to their classroom guitar posted outside their class.
- As a reward/incentive, all families who signed up to be PTO members will be treated to a

“Drive-In” movie in the Gym on Thursday, September 7th. Free popcorn and drinks will be provided. Bring your own blankets, pillows or decorated box car.

- The Drive In is open to ALL Watson families & Staff
- In addition, the top three classes with the best percentage of participation will each receive a new game for their classroom and Mrs. Lavin will join their class for lunch.
- Total current PTO Family Enrollment—161 families
- All Watson Staff are also considered PTO Members.
- Top winning classes for participation in the PTO Membership Drive: 1) Extin—71%, 2)Kovich—58%, 3)Olenik—55%. Each class will receive a new game for their classroom and Mrs. Lavin will join their class for lunch.

Room Parents

- Head and Room Parents have been notified and are in attendance.
- Distribute class information and discuss responsibilities directly following the regular PTO meeting.

Box Tops & Aunt Millie’s School Spirit Contest

- The top three students who bring in the most Box Tops & Aunt Millie’s School Spirit labels September 25-October 6th will each win gift certificates (\$25, \$20, & \$15) to be used at the book fair the following week.
- Points earned from Box Tops are used to purchase playground equipment.
- Aunt Millie’s School Spirit gives us 5 cents for every label returned and during the contest held in September and October, they are running a double promotion for every label—10 cents!
- Betty Gulick will be organizing this program.

Scholastic Book Fair

- October 9-13
- Teacher Preview Monday, October 9 from 7:30am.
- Students shop during their scheduled Library time.
- Family Night will be held Thursday, October 12—5:30-7:30pm
- The book fair will be in the gym.
- The Watson Library receives all of the proceeds from the Book Fair.

2017 Wildcat Walk & Spirit Week

- WCW Packets will be going home Tuesday September 5th.
- The Walk will be held on Friday, September 22, 2017
- Permission slips are due back September 12, 2017
- All Donations & Donation envelopes are due back September 19, 2017.
- This year we have a tropical Moana theme—“Wildcat Walk—There’s No Telling How Far You’ll Go.”
- Great Prizes: Every student will go home with a gift and a healthy snack.
- For every \$10 in donation money, your student will receive a raffle ticket to put into the raffle of his/her choosing.
- Over \$35 in donations—your student’s name will be placed on the WCW Wall in the main hall and entered into a raffle to win a limo ride to or from school for your student and 5 of their friends.
- Over \$50 in donations—everything from above plus your student’s name will be entered into a chance to win a prize AND your student will receive a special Watson Wildcat fidget spinner.
- 1st place—Midwest Gym Party Package worth \$200.
2nd place—Bowling Family Fun Package worth \$100.
3rd place—Target gift card \$50.
- The teacher with 1) the best percentage of participation will win a gift certificate to Fahrenheit 212 and the teacher 2) with the class who raises the most money will win a gift certificate to Noka’s Café.
- Spirit week will take place September 18-22nd. There will be a dress up option for each day.

Attendance Awards

- Attendance certificates will be awarded to every student with perfect attendance each semester.

All School Reward

	<ul style="list-style-type: none"> At the end of each quarter students will receive a non-food treat to celebrate their accomplishments. This way all children, regardless of allergies will be able to partake.
--	---

8	<p>STAFF REQUESTS—Nicole Kirincic</p> <p>Staff Reimbursement</p> <ul style="list-style-type: none"> \$250 Reimbursement Amount to: <ul style="list-style-type: none"> Each Watson Full-Time Teacher Each Watson Full-Time Specials Teacher The Nurse The Special Services Provider \$125 Reimbursement Amount to: <ul style="list-style-type: none"> Each Watson Part-Time Teacher Each Watson Part-Time Specials Teacher \$50 Reimbursement Amount to: <ul style="list-style-type: none"> Each Speech Teacher <ul style="list-style-type: none"> Items and/or resources must directly benefit current Watson students.
---	--

9	<p>UPCOMING PTO EVENTS—Meredith Bickell</p> <p>“Drive-In” Movie—Thursday, September 7, 2017</p> <p>School Spirit Week Monday, September 18-September 22, 2017</p> <p>Watson Wildcat Walk Friday, September 22, 2017</p> <p>Watson PTO Meeting Tuesday, October 10, 2017 @ 3pm in the Library.</p> <p>Box Tops for Education & Aunt Millie’s School Spirit Label Contest Monday, September 25th-Friday October 6, 2017</p> <p>Scholastic Book Fair benefiting the Watson Library Monday, October 9 through Friday October 13,2017</p> <p>Family Night @ the Book Fair October 12, 2017</p> <p>Pumpkin Decorating Contest October 18-20th. Voting taking place on the 19th and 20th. Categories: Watson Staff Member, Cartoon Character, Animal, Book Character, and Miscellaneous.</p> <p>Boo Bash A Halloween Dance party for the whole family! \$5 per family includes trick or treat bag, Nut free trick or treating inside Watson, DJ, & photobooth. Not a drop off event. Parents must stay with their kids. Family friendly costumes only. Costumes must adhere to the Watson dress code guidelines—ie no weapons or offensive graphics. Snack for purchase will also be offered.</p> <p>Class Halloween Party Monday, October 31, 2017</p>
---	---

10	<p>Parent and Teacher Comments</p> <ul style="list-style-type: none"> Kim Marksteiner asked if there were any Parent and Teacher Comments. There were no comments offered.
----	--

11	<p>Adjourn Meeting – Leah Denson</p> <ul style="list-style-type: none"> Yianna Pallas motioned to adjourn the meeting. Barbie Livingston seconded the motion. The meeting was adjourned at 7:21pm.
----	--