

Echo Hill PTO Meeting Minutes April 15, 2024



Call to Order Time: 6:35pm

Quorum: Hegland Stouffer Becker Wittkop Huston

Welcome & Introductions

- I. **Treasurer's Report:** Treasurer Abby Huston went through a detailed reporting of expenditures and income so far this year. She noted that several bigger budget events/activities are still coming up late in the school year (STEAM Night, Inflatable Day, Teacher Appreciation Week, Enrichment Day, etc). The synopsis of her financial report is as follows:
- Starting balance: \$11,423.78; current balance \$22,484.14.
 - Dash for Cash earlier in the school year earned \$14,789 (\$14,000 goal). Dash for Cash corporate match totaled \$3,218 (\$1,000 goal).
 - Box Tops budget was \$100; actual was \$60 + additional one-time \$1,000 sweepstakes winnings!
 - Restaurant Nights budget was \$700; actual earned was \$385.
 - Miscellaneous budget was \$1,000; actual was \$1,568.
 - Total fundraising income: \$20,020; fundraising expenses were \$493.
 - Teacher requests budget was \$3,000; actual was \$1,261.
 - Hospitality budget was \$3,000; used to date: \$731 – know it will be fully used before the end of the school year. Received a \$250 hospitality donation this year.
 - Teacher stipend budget was \$3,700; \$3,676 was paid out. Each teacher claimed their stipend! This almost never happens!
 - America Reads Day budget was \$30.
 - Enrichment Day budget is \$300.
 - Inflatable Day budget is \$1,800; spent \$1,602 so far.
 - 4th Grade Farewell budget is \$400; last year spent \$320.

 - PTO Events:
 - Open House Night (August) \$150 budget; spent \$51.
 - Homecoming Parade \$300 budget; spent \$309.
 - Trunk or Treat budget \$900; spent \$794.
 - Family Paint Night budget \$250; spent \$172.
 - BINGO Night budget \$200; spent \$178.
 - STEAM Night budget \$1,600; spent \$622 but not all expenses tallied yet for 2024. Last year \$1,100 was spent.
 - Breakfast with Buddies budget was \$500; spent \$485.
 - General budget was \$400; spent \$250.

PTO Operations

- Zoom budget \$150; spent \$160.
- Miscellaneous \$200; spent \$64
- Print costs budget \$150; spent \$0.
- PTO Operations budget \$230; spent \$205.
- New Member budget was \$300; spent \$0.
- Budget: \$1,030; actual \$430.

Treasurer Abby Huston will present a PTO proposed budget for 2024-2025 school year at the May 2024 meeting; vote will follow.

II. **Executive Board Slate Vote:**

President Hayley Hegland nominated a slate vote for PTO leadership positions for the 2024-2025 school year. Hayley presented the following slate for vote:

Noelle Wittkop for president; Heather Lough and Jess Becker as co-vice presidents; Amy Stouffer for secretary; Molly Mulholland for treasurer.

Abby seconded the vote; the vote approved as noted.

Terms begin June 1st and transition period begins now for leadership roles.

III. **Mr. McDonald's Principal's Report**

Reported on the staff changes at the school due to district funding. Losing three teachers (two to retirement + one due to budget cuts). Staff changes are dominating conversations currently. Also losing three para's and a media assistant for next school year. Figuring out how to run things next year with fewer staff; currently reviewing policies and will share them soon.

PTO ACTIVITIES & EVENTS

- IV. Breakfast with Buddies was a great success. Came in under budget; no complaints this year. Served 200 people each day = 400 in attendance.
- V. Yearbook deadline is 4/21; customization deadline has passed. If you miss the 4/21 deadline, you can still order a book... but you'll have to pay for shipping to your home (instead of free school shipping).
- VI. EPI Supply Kits are ready to roll for 2024-2025 school year. Flyers will go home with students soon; ordering window is now through end of May. Kits are ready and waiting for students on the first day of school.
- VII. STEAM Night: looking forward to a great event this Friday! 205 registered students; 14 presenters. Noelle reports that it's a dedicated team working hard to make this great. Activities take place in the $\frac{3}{4}$ pod and the gym.
- VIII. Inflatable Day: Friday, May 24, during each class's specials time. Same options offered as last year; discussed the need for gas-powered generator – not electric – as the school's electrical system cannot bear the load of the inflatables. Heather Lough is aware of this and has planned accordingly. Watch for a volunteer sign up coming soon. Heather will confirm with preschool if they wish to participate this

year.

- IX.** 4th Grade Goodbye: Noelle Wittkop is leading the charge this year. Parents will have the option to order yard signs again via a link on the PTO website. These are self-pay, self-pickup. We also have \$400 budgeted for Kona Ice for the 4th grade Field Day. PTO to coordinate with Mr. McDonald / landscaping crew on installation date of the big lawn letters; need to work around school's lawn mowing schedule.
- X.** Enrichment Day 2024: Mrs. Bundy is leading this again. Date is May 29th. The PTO pays for any necessary needs as deemed by Mrs. Bundy.
- XI.** Volunteer Workshop & Appreciation Event: April 18, 9:00 am in the cafeteria.
- XII.** Teacher Appreciation Week is May 6-10 at Echo Hill. Hospitality Coordinator Molly Mulholland is planning a great week for our staff, including a hydration station, Hawaiian iced coffee, salad bar, and other goodies. Staci Sperflage will shadow Molly as she will take over the hospitality coordinator role next school year.
- XIII.** HyVee Receipts: \$1,100 in funds will be collected soon for Echo Hill from the receipts turned in this school year. Amy White will take over this role for next school year.
- XIV.** Curran Lipsett was not present at the meeting, but Hayley reported in his absence that the Kernels Night will be May 17. Watch for additional details coming soon.
- XV.** Volunteer Coordinator is new for 2024-2025 school year.

Meeting adjourned 7:35 PM.

XVI. April 15, 2024 PTO meeting attendees:

Name	Name	Name
Amy White	Heather Lough	Hayley Hegland
Amy Stouffer	Jess Becker	Noelle Wittkop
Molly Mulholland	Staci Sperflage	Alex Hierl
