

**General Meeting Minutes**

**August 31, 2022**

**Attendees**

*Board Members*: Caitlin Gluvers, Kate Anderson, Lori Nakamura, Jennifer Kaufman, Leslie Braun, Jennifer DeMatteo, Amie Taylor

*At-Large Members*: Principal Sarah O’Brien (Oakhills), Principal Joyce Frisch (Ridgeview), Linda Godshall (2nd grade Oakhills), Mette Nagel (3rd Oakhills), Steve Kinloch (6th grade Ridgeview)

Heidi Horch (proposed VP Events), Crystal Howard (proposed VP Volunteering), Heather Clemmer, Danielle Rose, Marcie Shelton, Jessica Marrone, Sadaf Casebeer, Olivia Roepke, Katie Strugar, Kendi Aguilar-Dahlstrom, Jamie Crawford, Janna Chernaya Zucker, Rachel Scott, Lindsay Kilpatrick, Caroline Masters, Fareeha Sattar, Heidi McClintock, Alia Al-Mutawa, Zhibin (Stephen) Xiong, Laty Johnson, Emily Burger, Meaghan Palmer, Deepak Reddy, Pooja Reddy, Rubal Brar, Theresa Thai, Amy Wiederhold. Cheryl Delaney

**Welcome & Call to Order**

The meeting was called to order by Caitlin Gluvers at 11:31am. Room 600 at Ridgeview.

**Principal’s Report**

* **Principal Sarah O’Brien Oakhills –** Enrollment is up. Great start to the school year. The water bottle refill stations purchased by PTC funds are a hit with the kids. Very popular on these hot days. There are 4 unfilled yard duty positions. Photo day is Sept 6th. BMX Assembly (for both Oakhills & Ridgeview) is on Sept 9th.
* **Principal Joyce Frisch Ridgeview –** Thank you for Class Assignment Night (CAN) and planners which were paid for with PTC funds. Scholastic Book Fair is coming up. Costs are increasing for items such as paper. If funding is available, Principals have lists of supplies that are needed. New basketball hoops and nets funded by PTC will be up soon.

**PTC Bylaws**

Kate Anderson reviewed the proposed bylaw changes. The new bylaws proposes a Vice President Committee (inclusive of all VP positions) = VP of Fundraising, VP of Activities, VP of Communications, VP of Events, VP of Volunteering, The change will add details of Vice President roles. No person shall hold the same elective office for more than two consecutive years. The new bylaws will be posted on the school websites under PTC for public viewing. A zoom meeting will be set for 12 pm on Wednesday Sept. 7, 2022 to vote on the proposed bylaw change.

**Budget Review**

Amie Taylor (co-treasurer) provided PTC Budget vs. Actuals Report. Donating to PTC was not the emphasis of Class Assignment Night as it was in years prior. Typical donations ~ $75,000 at CAN or SOS night. This year CAN donations were ~$19,000 and then after back to school night donations up to ~$24,000. This is 33% of goal but we have fresh ideas to incorporate a community feel of fundraising this school year. History shows about 50% of families donate/year, to date 15% of families have participated. $40k was spent on water bottle refill stations. Raising money for a particular project(s) is suggested as a motivator for families to donate to PTC. Amie read a thank you note from Oakhills teacher Mrs. McArdle for 3rd grade Atlases. The attendees were reminded that not asking for donations at Class Assignment Night was intentional.

**Bank Signers (Signing Authority Changes)**

Need to add Treasurer Amie Taylor and Co-President Kate Anderson. Remove past co-treasurer Danielle Rose and past co-president Jae Redline

**Book Fair**

September 19th-23rd, 2022. 8am-4pm. In person event, Multi-purpose Room

Janna (Chernaya) Zucker lead, coordinator in years past.

Logistics: boxes/cases delivered between Sept 12-16 and stored in MPR.

Partial set-up: Sept 16th 12-4pm

Final set-up: Sept 19th 7-9am

Breakdown Sept 23rd 4-7pm

Ideas to sell left over spiritwear from previous years. Suggestion to provide a $5 or more prize (gift card/credit) for student character awards to be used towards scholastic books. Idea to do a wheel of prizes for kids at book fair to buy spins. Prize donations and volunteer spots will be added to a sign up genius.

Online book fair will run Sept 19-Oct 2, 2022.

Talk of school swag: pencils, extra spirit wear, stickers, led to discussion of a student store. Has this been done before? Could it be based out of Art Docent Room? A student store would need volunteers.

**Room Parents/Coordinator**

Coordinator Elizabeth Anderson to use the revised letter created by Niki Yabrof to give to room parents. Some teachers are still selecting room parents. The school principals will share the room parent lists. Help from the room parents will be needed for the Fall Festival event. The room parent contact info can be used by Crystal for current/future volunteer needs.

**Fall Festival**

Oct. 6, 2022 5-8pm lead by Cheryl Delaney and Heidi Horch

Will need a lot of volunteers for this fundraiser. Similar to the 2022 Spring Luau with emphasis on family fun and school spirit. Community building. Fundraising goal $20,000. Will sell family tickets $40 prior to event. Raffle and game tickets sold at the event.

Food trucks, music, inflatables, carnival games created by and manned by classrooms (help from room parents to organize the classrooms and their game), Crystal Howard (proposed VP of Volunteers) will work to get volunteers. Jennifer DeMatteo will promote Fall Festival on social media (Facebook and Instagram accounts of Oakhills Ridgeview PTC)

Crystal reported she has 100 names from CAN. GBHS students likely to help with Fall Festival. Another area for volunteer recruiting is the 1st Friday Park Gathering at Feist Park. A volunteer welcome email to those on Crystal’s list.

Fall Festival Committee Planning Meeting Sept 6 at 12pm Crystal Howard’s home.

**Spring Event Planning**

* Ridgeview “Fun Night” (replacing Movie Night). Meaghan Palmer

Ridgeview kids asking for a fun night where they can talk to friends/classmates vs a movie in which they have to sit quiet. Suggestions provided for pickle ball, skate night but still working on ideas. Need location and date. Will do social media blast.

* Consider a family movie night (outside would be fun) for Oakhills students. Or family skate or family bowling. Need coordinator.

**Oakhills Teacher Updates**

* Mrs. Godshall (Oakhills 2nd). Using Mystery Science, classifying animals.
* Mrs Nagel (Oakhills 3rd) Big changes with 7:50am start. Students have a new STEAM classroom with Mrs. Eckerfield and all grades visit 1 hour/week. Additional parent volunteers needed for STEAM. There is a STEAM Amazon supply wish list. The STEAM curriculum follows the order of Sciene Technology Engineering Art Math.

 **Spring Event Planning con’t**

* Jog-a-thon March 27th-31st, 2023 (week before Spring break)

Event chair: Heidi Horch/open co-chair person

Spirit week and rally, Oakhills Jog-a-thon on 3/31/2023. Ridgeview Color Run 3/28/2023

Two separate run events connected in theme and fundraising efforts.

* First time doing a jog-a-thon at Oakhills & Ridgeview. Partnering with Booster Thon to host the joint events, utilizing their online giving platform, corporate match page, spirit wear sponsorship opportunities. Plan to use Booster Thon’s full service package in order to have on site presence and support throughout the week.
* Fundraising goal of $80,000. If we met $120/student monies raised then our schools would reach the highest tier of collection at $130,001 and gross revenue and net approximately $91,000.
* PTC volunteers will still be needed for the event but less help with fundraising, prep, set-up, etc.
* Summer Luau (Late spring)

Positive feedback from May’s event. Luau was not meant to make money last spring This year it will. More to come on this.

**Ridgeview Teacher Updates**

Mr. Steve Kinloch (6th grade) emphasized the need for building community. Kids need community. Outdoor Ed planning and preparation underway for 6th grade trip week of October 10-14th, 2022. Thank you PTC for $3,000 - $4,000 for scholarships/needs of ODE. Lots of parents volunteered to chaperone (50+ dads and 60+ moms). Can take 28 dads, 26 moms. Hard work in math, Ecolab, compost at home, CRV collections for donations to EcoLab. Over the years, recycling has brought in $13,000 in donations for EcoLab. Lots of fun in 6th grade but it is hard work fun!

**Business from the floor**

* Question about paying for all of the PTC events/fundraisers at the beginning of the year or with one click. Keeping track of payments is hard and events might be missed. One stop shop. Could there be a PTC membership discount?
* Stephen (Zhibin) Xiong – dad with IT background would like to help. Contact info collected by board. xiongzhibin@gmail.com
* Social Media- Jennifer DeMatteo. Considering changing Facebook OH RV PTC site to a business account. Jessica Marrone created FB groups for her childrens’ graduating classes.

How to get more followers and encouragement participation with PTC and events at school?

**Adjourn meeting**

A motion to adjourn was made by \_\_\_\_\_\_\_\_\_\_ and seconded by……………The meeting was adjourned at 12:42 pm.

Minutes submitted by:

Leslie Braun

PTC recording secretary