

## **PREP PTO Meeting Minutes October 8, 2018**

### **Budget Items**

We discussed two teacher requests for PTO funds.

- 1) Ms. Lawson and Ms. Johnson are requesting funding from the PTO for 6 kindle tablets (3 for each classroom at \$99/each, \$600 total). There was a discussion regarding the need to develop a framework for handling these types of requests to the PTO going forward. For example, some teachers put in requests through DonorsChoose to purchase items for their classroom. Another option discussed was sharing iPads from other classrooms. The decision was made to table the request for now until we have a more formal process.
- 2) Ms. Johnson is requesting two buses to take the three Pre-K classes to Port Discovery for a free field trip during the month of October. The request was for 2 buses (\$315/each, \$630 total). Alternative options discussed at the meeting were having only 1 bus that can conduct multiple trips and/or asking parents to make a donation toward the buses. Ultimately, it was decided that the PTO will provide funding for 1 bus at \$315.

### **Don't Just Vote Here**

As discussed during the September meeting, as part of its Way to Stay initiative, Live Baltimore is kicking off its 'Don't Just Vote Here' campaign at city schools during Election Day (November 6). Adam Crandell registered our school to participate and there is also a Facebook group we can join. Live Baltimore will provide signs and other promotional materials. It is up to our school on how we want to participate. Some examples of activities we could do are give out coffee and donuts, have students' art on display, sign up VIC cards, etc. Tony Stephens volunteered to take the lead on organizing the effort. Volunteers will be needed on Election Day to carry out these activities.

### **Library Update**

Volunteers are needed on Monday and Friday mornings from 8:00a-8:15a to help students check in/out library books. A sign-up genius link was sent out: <https://www.signupgenius.com/go/10c0f4ba8af23a13-library2>. Elissa Roch provided a brief training on the process. All of this information can be found in the Library Circulation binder in the library. Basically, every student has a bar code. When a student wants to check in/out a book, you scan the student's bar code found in the binder and then scan the BCPS bar code of the book. Ideally, volunteers will also re-shelve any books that are found in the Return box. Eventually, there will be a schedule for grades 2-5 to visit the library once a week. Volunteers are also needed to catalogue books. So far 2,100 books have been catalogued with about 8,000 to go.

### **Important Dates**

- Math Night – 10/16, 6p-7:30p
- Open Houses – 10/16 & 11/13 10a and 6p
- Fitness and Nutrition Night 11/13
- Ravens Parking – 10/21; 11/4
- Green and Grounds Fall Cleanup – 10/21, 10a
- SBYSL Concessions – 10/20; 11/10
- Chipotle Night – 10/29, 4p-8p

### **Committee Reports**

**Marketing Committee** – Open Houses on 10/16 and 11/13; 10a and 6p. Volunteers are needed to distribute flyers to the local daycares (this week). Volunteers are also needed to help at the open houses. Signup here:

<https://www.signupgenius.com/go/5080a4eadac2ea3fe3-open>

**Green and Grounds Committee** – Grounds Clean-up is scheduled for 10/21 starting at 10am. Volunteers are needed for mulching, weeding, picking up trash, and installing mesh around the fence. Supplies will be provided. Also, members of the committee will be at the school most Friday mornings from 8a-9a to pull weeds and do a general clean-up of the school grounds. Any volunteers are appreciated.

**Grants Committee** – There were two grant applications submitted recently. One application was for a grounds and landscaping grant and one application was for a STEM grant (used for Science Night scheduled for April 25). If anyone sees a grant opportunity, please email it to [federalhillpto@gmail.com](mailto:federalhillpto@gmail.com) and it will be passed along to the grants committee.

**Next PTO Meeting 11/12 at 6pm**