FORSYTHE MIDDLE SCHOOL

PTSO MEETING OCTOBER

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17OCTO**BER 20**24 / 7:00 PM / FORSYTHE LIBRARY

# ATTENDEES

Meeghan Campbell, Andrew Face, Kirsten Hensley, Marieka Kaye, Angela Newing, Amy Thudium, Alyson Tokatlian

# AGENDA

## Agenda can be viewed here:

[PTSO Meeting Agenda-October 2024](https://docs.google.com/document/d/14Pyw-AthEGHKwocb7YAduTm2_tqjErP7lR3NucFjPjw/edit?tab=t.0)

# MINUTES

* **Call to order, Meeghan Campbell**
  + 9/19/2024 and 10/3/2024 minutes were fully approved
  + Meeghan shared that Marieka Kaye was voted in as Secretary of the Board
* **Principal’s Report**, Andrew Face updated prior to Angela Newing’s arrival
  + Picture Day retakes happening on 10/18; all set with volunteers
  + Cyber safety assemblies happening 10/22-23
  + Dine Out at Panera 10/24
  + Fall Fun Night 10/25
  + Second quarter begins 10/28
  + Early release 10/31
  + Principal-Parent coffee hour 11/1
  + Spirit week is Halloween week
  + Andrew discussed the difficulty of getting family involvement back to pre-Covid levels and that we should think of new and creative ways to get family involvement back up again; all schools are facing the same dilemma
    - Community events using school property
    - Gathering face-to-face more often with school community
* **Treasurer’s Report**, Amy Thudium provided an update and requested approval for the 2024-2025 school year budget
  + Meeghan, Angela, and Amy met to discuss the budget last week
  + Everything that was discussed in the previous meeting was fully approved
  + A fundraiser should aim to raise $15,000-20,000 to maintain an ideal level of reserves
  + Our reserves are healthy right now; spending $19K this year will allow us to do everything that has been requested and will bring us to $35K in reserves, which is still a healthy amount
  + The Board fully approved spending down to $35K reserves but next year the PTSO will need a big fundraiser to keep us at a healthy level
* **Robotics Club Treasurer’s Report**, Kristen Hensley
  + There is $1,300 in the bank
  + They are doing fine - buying parts and breaking even
* **Group Discussion**, Meeghan Campbell shared items for votes and everyone shared ideas for fundraising and bringing in more revenue; Dine Out and Fun Night updates were shared; Spirit Wear was discussed
  + Voted and fully approved:
    - $290 for the Drama Club play
      * $500 allocated for clubs this year
      * $195 was spent on clubs last year
    - $62.97 for Margaret Raupp’s Quizlet and Blooket accounts
      * Fits into Teacher Grant category
  + Alyson suggested printing business logos on the backs of the 6th grade t-shirts in exchange for a donation / sponsorship
    - $1,700 is budgeted for shirts this year
    - Shirts were sourced at Elmo’s for $6.50/piece
    - It’s too late for this year but we could try sponsorships next year to cover the cost of the shirts
  + Angela discussed the ease of doing a fundraiser like Game On, with all but 10% proceeds going to the school, and little to no effort needed from volunteers
  + Fall Fun Night - voted and fully approved supplying funds for gift cards for the costume contest as part of the Fun Night budget
    - Three winners: 2 x $5 and top winner gets $10 Starbucks cards
  + Dine Out event, Oct. 24, 4-8pm at Panera on Jackson/Zeeb
    - Make sure families know the code to use: FUND4U
    - Next event planned for Nov. 20, 4-9pm at the Milkshake Factory in Westgate (still needs to be confirmed)
    - A fundraiser at Schuler Books is also being discussed for January
  + Spirit Wear Kick Off aimed to start in early November so the items are received before winter break
    - 6th grade parent, Dan DeCapua, is working with Delia Powell and Liz Martin on this
    - We only get 10% of the proceeds so this is not a real fundraiser
    - Quotes should be compared from several places - Dexter Print, Ann Arbor Tees, Elmo’s
    - Alyson suggested having a t-shirt design contest for “limited edition” choices
    - Stick with distributing these items at school - shipping is too pricey
  + Suggestions were shared for fundraising or a series of small events that may not raise a lot of money but bring people together more frequently and be opportunities to share the PTSO needs or sign up volunteers
    - Alyson suggested a winter festival/carnival event making use of the sledding hill next to Forsythe; there could be sled-related contests, a food truck, hot cocoa, etc.
      * Angela said she would check on liability issues
    - Concessions at athletic events - a parent could choose a sport and work concessions for a single season (basketball is a big one) to test it out
    - Family nights and trivia nights
    - Incentives for kids to participate are important
    - Movie Nights were not successful
  + The PTSO still needs positions to be filled
    - Fundraising Coordinator
    - Communications Chair
    - Programs Chair
    - Teacher and Staff Appreciation Chair
    - Teacher Grants Chair
    - Members-at-Large
* **Next Meetings**
  + Nov. 21, Zoom
  + Dec. 19, Zoom
  + The Board agreed that more people attend the meeting when offered on Zoom, so we will stick with that format for the next two meetings at least
* **Meeting adjourned at 8:35pm**