



GRAEBNER PARENT TEACHER ORGANIZATION

Graebner Parent Teacher Organization

Graebner Grapevine

Tuesday, December 20, 2022 at 6:00pm

The meeting came to order at 6:11pm in the Graebner Media Center and online via Google Meets. With four board members, one teacher, four parents and one office staff member in attendance

The President, Autumn Jacobs, welcomed everyone, read the mission statement.

Secretary's Report (Autumn Jacobs)

Autumn reviewed the November 2022 GPTO Meeting Minutes. Nirali Patel motioned for approval. Holly Mayhew second the approval of the meeting minutes.

Treasurer's Report (Jenna Wiland) - Jenna reviewed the detailed budget reports for November 2022. Jenna also presented and distributed printouts of the unrestricted Budget report and cash on hand analysis (attached to these minutes).

- Mrs. Tragle asked if we can transfer the money from the fundraiser she did to the budget that is in the negative. Jenna stated the fundraiser was for the garden club so it is being used for the School Beautification expenditures like plants. The fundraiser was for that specific reason and it was not a board fundraiser so not sure if we can execute a motion to reallocate those funds.
- Reviewed that restricted by donor funds specifications. Suggested that we can use that money for the school plants, maybe for the 50th anniversary stuff. Can use the garden club fund for gardening and beautification - watering the plants is an issue. We can also use the Green schools fund for an assembly where someone comes in and talks about the environment.

Autumn motioned for approval of the Treasurer's report. Holly second the approval of the Treasurer's report.

Graebner Reports

Principal's Report (Mrs. Wood) - Not in attendance. She did send an email that was read and is attached to these minutes.

Committee Reports

Staff appreciation (Amanda Krieg) - flyers printed in color and sent home for staff appreciation

Nomination committee (Autumn Jacobs)- Ashley Bendler was voted in as the temporary Vice President at the last meeting. Two nominations were submitted for the 2022-2023 school year GPTO Board: Ashley for Vice President and Nirali Patel for Secretary. All nominations were unanimously approved by members in attendance. Autumn congratulated and welcomed the two new Executive Board Members. End of term will be June 30th, 2023.

Fun Run (Jenna Wiland)- A meeting has been requested with Mrs. Woods for a follow up to discuss how to divide up fun run funds. Treasurer can only divide funds if its pre-approved. So the ask was to pre-approve funds so we can spend accordingly. No decision was made so we are tabling the allocation of the funds until the next meeting. The money is currently locked until it is voted on.

Beautification Committee (Elizabeth Lindaman) : Elizabeth reported that nothing new is going on with winter coming. We do have the poinsettia's out currently.

Activities/Fundraising

- A request has also been submitted for Mrs. Woods to define the parameters of the money allocated to the Principal's discretion fund to allow the GPTO to disperse the money accordingly when needed without any further delays.
 - Mrs. Tragle questioned why the parameters are needed?
 - Jenna stated it is because the PTO has to keep records of how every dollar is spent for the non-profit and the only way we can spend that money is to reimburse for the allocation based on the parameters or pay the vendor directly.
- It was reviewed that the Assembly fund is in the Principal's discretionary account and Grade level funds are all at Principal's discretion as well.
- Mrs. Tragle shared that they are planning some whole school assemblies and they are going to be really good. The purchases that the principal is making are really good for us. Mrs. Woods' assembly with the Henry Ford Band coming in went really well also.

Chuck-E-Cheese Fundraiser (Autumn Jacobs) - Raised \$175.00 for the November Chuck-E-Cheese Fundraiser.

Old Business

Holiday Night (Autumn Jacobs) - Autumn and Ashley shared that the Chair could not commit to organizing the event last minute so they had to take over. Thank you everyone who donated, helped and involved. Lots of staff attended the event and helped - thank you! The kids loved seeing the teachers and overall, the event was successful.

New Business

Daddy-Daughter Dance (Nirali Patel and Britney Hoskins): Nirali reported that the planning is in progress for possible hosting the event at the beginning of March. Waiting to see if we will be able to host the event at the School Gym. Britney shared the theme would be Spring related.

Mother-Son Event (Nirali Patel): Committee is thinking about having a Bowling event. Members shared past experiences to help with figuring out a good time to host the event. April and May are hard for athletes. Spring sports start in April.

Skating Nights (Holly Mayhew) - Future Skate Nights are scheduled for Fridays, March 10 and May 5th from 5-7pm.

Jets Fundraising (Autumn Jacobs) - Next Jets night is on 1/31/22 Monday.

Chuck-E-Cheese Fundraiser (Autumn Jacobs): Next MLK day all day 01/16/22

General Discussion and Comments

Jenna Wiland: She and Autumn shared that they had concerns about continuing with the current participation thus had a meeting with all Committee Chairs. Autumn and Jenna will not be continuing on the board after this year. Thus they wanted to see if others on the Board are interested to take over the responsibilities. During the meeting it was discussed that maybe teachers could also be a part of the board to continue as a parent-teacher organization. There was agreement to continue as a PTO and maybe setting a set of expectations for member participation. Holiday night the involvement of teachers and parents was great and want to continue with that. Ashley Bendler recommended that we increase collaboration and communication between teachers and parents to ensure the PTO can succeed.

- Mrs. Tragle recommended having a calendar at the beginning of the year that the teachers can sign up for. Many teachers are busy with their own kids and school events as well. "If we keep trying it will get better."
- Jenna Wiland recommended having a Teacher liaison to help with establishing the calendar.
- Ashley Bendler stated that sometimes just small things are helpful like making copies.

Jenna Wiland: Mrs. Wood could not be here so on Monday she sent the following email. Jenna read out the attached email.

- Several members of the board shared that communication is critical and input from teachers is invaluable. There is no criticism just trying to collaborate.
- Nirali asked Mrs. Tragle if they have a staff meeting or huddle.
- Mrs. Tragle said yes.
- It was recommended that maybe we have a liaison come and share what the PTO has coming up and share a schedule, especially towards the beginning of the school year.

During the discussion it was also shared that the Teachers need supplies (especially color paper) often and a recommendation was made to recruit a supply room volunteer.

Amanda - target and office depot do have school supply grants. Will do next year if we get that.

The general consensus is that the PTO wants to support teachers and their fundraisers. We do not want to compete. It's just our PTO and parents were not aware that a fundraiser was being organized even though the PTO meeting was held the day before the flyers came out. A heads up of School/Teacher events would be nice so the PTO can plan events with enough time between School events.

The meeting ended at 08:06pm. Our next meeting will be at 6:30pm on Wednesday 1/25/23.

Keep up to date and learn more about the GPTO and its activities

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