

2014-2015 Executive PTO Meeting

MINUTES

Date: August 14, 2014

Time: 4:30 pm, room 9

Attendees: Kristie Allen, Kelley Brunner, Janice Osieja, Jill Rees, Joan Roth, Janet Schwertley, Heather Smith, Arlen Sykes, Tammy Thaete



<p>Quote for stage curtain and proposal for PTO to fund this (curtains have lasted for 30 years)</p> <p>Mrs. Brunner obtained a quote from Norcon, a company the Kyrene School District has used for many years.</p> <p>The quote included: commercial quality grade curtains, replacement of old chains and all labor for a total of \$6,096.</p> <p>A PO has been submitted and approved. Completion expected within 5-8 weeks.</p> <p>This cost was paid from Gifts and Donations. Mrs. Brunner has asked the PTO to replenish the Gifts and Donations funds. This will be brought to the General PTO meeting on September 15th for approval.</p>	<p>Kelley Brunner Principal</p>
<p>Beautification budget request</p> <p>This year we have focused on the beautification of the school campus.</p> <p>So far painting, crown molding and misc. odds and ends have been done in the ball park of \$500-\$800.</p> <p>Currently we have two budgets: One is for Beautification of the School (\$500), the second is the Administration Budget (\$500).</p> <p>Mrs. Brunner asked that next year the two budgets will be combined into one and increase the budget to \$1000.</p> <p>Ms. Smith motioned to increase the beautification budget to \$1000 each year. Kristie Allen seconds, None opposed. Motion passed.</p>	<p>Kelley Brunner Principal</p>
<p>Ideas for increasing parent involvement</p> <p>We need to find different way to bring our school community together.</p> <p>Janice suggested in our drop off area to have tables, benches and pavers installed. Cost for paver alone is \$18. Janice is waiting on price to add family name etc.. This fundraiser would start at basket auction time and proceeds</p>	<p>Kelley Brunner Principal and Group</p>

<p>from selling the pavers would be used towards this. Mrs. Thaete suggested calling it the "Parent Patio".</p> <p>Ms. Smith suggests a survey to find out about curriculum night and why attendance was so low. Mrs. Brunner agreed and will formulate a survey to collect data.</p> <p>Janet suggested a mix and mingle with teachers and parents. Maybe offering pizza at curriculum night; PTO and family dinner.</p> <p>The new family breakfast was a success. The group believed having the new parent meeting at meet the teacher night helped.</p> <p>Mrs. Brunner will look into having a banner made that will hang by habitat letting parents know of upcoming PTO meeting. These banners are a cost effective way to get the word out.</p> <p>Only 291 families completed directory. Mrs. Brunner will send a reminder to parents asking them to complete so PTO can obtain all children's t-shirt size.</p> <p>Mrs. Brunner will look into sending letters to parents prior to start of school since we already send postcards and additional postage may not be that much more.</p> <p>Jill asked if the PTO can use the Print Shop vs. UPS as the cost at UPS is high and fluctuates between print jobs based on amount printed. Mrs. Thaete thought that we could and Mrs. Brunner would look into cost.</p> <p>Janet will work with Ms. Smith on the committee binders that will help future committee members.</p>	
<p>Calendar changes / Better day and time for this meeting if needed</p> <p>Mrs. Brunner asked that anything scheduled on a Wednesday during the school day be changed to Friday (Dads & Doughnuts, Moms & Muffins).</p> <p>Mr. Moser requested to move our Field Day to March 5, 2014.</p> <p>Our next Executive Board Meeting is 9/11 but meeting will start at 4:15 pm. We will review calendars to confirm day/time for balance of meetings.</p>	<p>Kelley Brunner Principal</p>
<p>Budget</p> <p>Jill passed out the budget to review.</p> <p>We received \$491.05 in direct donations. Goal is \$10,000.</p> <p>2013 taxes were not paid on time; therefore the PTO owes the IRS \$1,829.80. Jill will work with the IRS to try and get the penalties/fees removed from what</p>	<p>Jill Rees Treasurer</p>

<p>we owe.</p>	
<p>Decades Dance/Mother and Son Pirate Adventure</p> <p>Laura has everything planned for both the Decades Dance and Mother and Son Pirate Adventure.</p> <p>The budget for the Decades dance was \$600. Our costs came in under budget at \$515.</p> <p>The Mother and Son Pirate Adventure cost is \$300 for DJ, \$200 for décor and \$120 for pizza. We expect to have a \$120 (possibly more) profit from the pizza sales.</p>	<p>Jill Rees Treasurer</p>
<p>Quickbooks – calls for a vote</p> <p>Monthly fee for Quickbooks is \$14.99. Jill is not thrilled with program and would like to cancel. Everyone agreed that if it wasn't working to help the PTO, Jill should cancel.</p> <p>Group agreed to reimburse Jill the \$29.90 that Quickbooks charged.</p>	<p>Jill Rees Treasurer</p>
<p>Discussion/Plan to obtain direct donations</p> <p>Mrs. Brunner and Mrs. Thaete will brainstorm to think of some ideas for this.</p> <p>If we raise:</p> <p>\$5,000 - Mrs. Brunner and Mrs. Thaete will sing over the morning announcement.</p> <p>\$10,000 - Every student will receive a McDonald's Yogurt Parfait (Joan is contacting McDonalds to see if this is something they would donate).</p> <p>\$15,000 - Mrs. Brunner and Mrs. Thaete will roller skate down the Colina halls for an entire day.</p> <p>\$20,000 - Mrs. Brunner and Mr. Sykes will Sumo Wrestle!!!!</p> <p>If your class raises:</p> <p>\$500 - You will receive a karaoke/dance party!</p>	<p>Jill Rees Treasurer</p>
<p>Dads and Donuts</p> <p>New date is set for September 19th.</p>	<p>Kristie Allen President</p>

<p>Michelle Nielsen gave Kristie all of the decorations from previous years.</p> <p>Doughnuts will be purchased from Bashas this year. Since event is on a Friday, when you purchase 1 dozen doughnuts, you get ½ dozen free.</p> <p>Kristie has left a message at district for coffee maker but will also contact Starbucks to see if they will donate.</p>	
<p>Rolling Laundry Baskets</p> <p>Jill was going to check to see if there was a budget approved last year for rolling baskets.</p> <p>The group thought this was approved but no specific amount was agreed upon.</p> <p>Mrs. Brunner will ask the 1st and 2nd grade teachers if they are even interested.</p>	Joan Roth / Laura
<p>Peter Piper Pizza FDN</p> <p>Peter Piper offered a Super Hero Fairytale Costume party at our FDN. Group agreed no costumes but to keep the structure as it was last year. Joan is waiting on PPP to confirm date change.</p>	Joan Roth Secretary