

2013-2014 Executive PTO Meeting

AGENDA

Date: April 10, 2014

Time: 3:00 pm

Attendees: Kelley Bruner Heather Smith, Linda Meder, Jill Rees, Kristie Allen, Susan Fraioli, Orfe Kelly, Janet Schwertley, Laura Wintemute, Bernadette Marshall.



Principal Topics

Kelley Bruner
Principal

Kelley Brunner said that a staff member has come up with a design for a shirt that includes a peace sign and a coyote and she would like to ask if it would be ok for PTO to pay for that design instead of the kids t-shirt.

Jill Rees said that she would be ok with that option.

Linda Meder and Heather Smith said that they like the idea to have the same T-Shirts as the kids.

After discussion, it was decided that the free staff t-shirt will have the same design as the one for the kids. The other t-shirt will be available for sale and Staff members can purchase them if so they wish.

Jill said that she wants to know if the Board would like to have the same T-shirt or if people are open to a new design. The Board unanimously feel that it is time for a new design and it would be a good idea to have the kids design the T-shirt. Jill Rees said that ideally we limit the colors to 3 or 4 because that would make the T-shirts more affordable.

Orfe said that in the rules for the contest it is important to mention that the logo might be modified in some fashion. Jill Rees said that the contest should be open to children from Kindergarten to 4th grade, as the 5th graders will not be in the school next year.

Orfe Kelly asked if Jill could contact the T-shirt vendor and see what format would work for the design. Laura Wintemute and Janet Schwertley said that very likely it only needs to be scanned.

Orfe Kelly asked if besides bragging rights we could offer a prize. The board suggest an Art basket with a cost of \$50.00

Kelley mentioned that the benches at the front of the school are peeling she would like to know if this is something that PTO could buy. They are about \$ 600.00 each.

Jill Rees ask if we need to purchase the benches through the District. Kelley said that this is not necessary. Orfe Kelly suggest to ask Scott Schelberg since he has ordered trash cans produced by inmates and maybe they will have cheaper benches.

Orfe Kelly says that this needs to be brought to the General Meeting in May. Kelley

<p>Brunner says that she will research the benches and pricing options and will bring to the General Assembly.</p>	
<p>Fundraisers- Shopping rewards, family dinner nights</p> <p>Jill said that someone has contacted her asking if Colina PTO would be interested in selling the Entertainments Books. Kelley Brunner and all other members mentioned that this is not something we are interested in doing. Businesses are far away. Books are expensive etc.</p> <p>Kelley Brunner and Orfe Kelly said that in the last meeting we have agreed to push direct donation during the first two weeks of school.</p> <p>Jill Rees mentioned that Amazon Smiles is a shopping rewards program where the school receives a percentage from PTO Members' online purchases in Amazon. This can be very profitable and it doesn't cost anything to the school. Jill Rees will enroll the school in this program.</p> <p>Jill Rees says that Ms. Kenworthy works for Peter Pippet and she wants to donate 10 pizzas for an event next year. This year she used those pizzas for the Mother Son Treasure Hunt. Ms. Kenworthy would like to talk to teachers next school year about fundraisers.</p>	<p>Jill Rees President</p>
<p>Yearbook</p> <p>Laura Wintemute said that the yearbook is awesome. Kelley Brunner said that she has seen the yearbook and looks great. Laura said that they have ordered 20 extra yearbooks. If all of them sell, which is very likely, Colina would make \$244 and if none sells it would only cost the PTO \$155.00 which is great because it has been a few years since PTO made a profit from yearbook.</p> <p>Linda Meder asks why would there be a loss. Jill Rees explains that we need to purchase books for students in 5h grade that can't afford it.</p> <p>Laura Wintemute said that the yearbook cost might go up \$1.00 next year but she believes once parents see the yearbook they'll be thrilled and sales will be higher next year and we could very likely absorb the increase without making it more expensive for families.</p>	<p>Laura Wintemute Advisory Board Member</p>
<p>Grade based project grant</p> <p>Orfe Kelly said that besides the grant currently given to the teachers it would be a good idea to offer a one-time \$1000 grant per grade K-5.</p> <p>Each grade team would decide one an item or item(s) that would enrich the curriculum. This in turn will be brought to advisory board and be discussed with Kelley Brunner where the relevance of such items will need to be approved.</p> <p>The items purchased will remain the property of the grade and if a teacher moves to a different grade the purchased items will remain for the next teacher to use.</p>	<p>Orfe Kelly Secretary</p>

<p>An example of this would be if 5th grade chooses to buy a microscope and slides because it is relevant for their Science Curriculum.</p> <p>Another example could be Math manipulatives for 3rd grade.</p> <p>This would benefit all kids. Will be a great talking point to new families etc.</p> <p>This is not a yearly thing but it might be very good for the school.</p> <p>The Executive Board said that this is a good idea and Orfe Kelly will bring to the General Meeting for approval.</p>	
<p>Talent Show</p> <p>Janet Schwertley said that the Talent show is fast approaching and permission slips were due today. This year she will try not to cut anybody, and even give the opportunity to shy kids to perform in a group.</p> <p>Heather Smith asks if she is worried about the talent show going on for too long.</p> <p>Janet said that she is asking parents to try to keep acts to under 2 minutes. Also MCs will just present the acts but won't spend a lot of time doing skits introducing the acts.</p> <p>Janet said that she'll also stay within the budget.</p>	<p>Janet Schwertley Board Advisor</p>
<p>Jill Rees distributes the budget. Orfe Kelly notices that there is a new line item "Taste of Kyrene" it is important to remove this item from the budget as those funds were requested for the Taste of Kyrene exclusively which is a different non-profit organization.</p> <p>Jill Rees would like to do have an audit because there are a few glitches in the budget that need to be sorted.</p> <p>Also we received a letter from the IRS saying that we didn't filled the tax form last year and we are being fined for every day late. Orfe suggests that maybe we contact Camie Bailey since she is familiar with our finances and the process and maybe we offer to pay her to prepare the form.</p> <p>Jill said that Susan Fraioli proposed amendment to the by-laws to include some wording under the Treasurer's position indicating the due date for the IRS form submission.</p> <p>Orfe Kelly said that this is something useful that will need to be approved at the General Meeting</p>	<p>Jill Rees President</p>
<p>Committee Chairs and Board Members for next year.</p> <p>Orfe Kelly said that Kristie Allen will remain in her position as Vice-president. Also, Janet Schwertley has applied for the position of Co-Vice President,</p> <p>Jill said that Christian Becker will do directory and maybe Advisory Board. Another person that we might need to talk to is Joan Roth as she said that she would step up as Treasurer if needed. Janet Schwertley said that Marni might be considering taking a position on the Board.</p>	<p>Orfe Kelly Secretary</p>