

PTO Meeting Minutes

November 16, 2023

Elementary Art Room, 3:30 pm

Email Attendees: Stephanie Smith, Jessica Ulsh, Lori Bard, Sara Hutzell, Amber Taylor, Kristen Dion,

In Person Attendees: Tina McCracken, Christina Schultz, Alice Lynch, Logan Kennedy, Tori Messerly, Sharlean Lynch, Courtney Moore, Alejandro Bolinger, Natasha McFadden, Lora Whiteside, Marley Baker, Meg Whitsel, Aimee Fischer, Mara (Broadwater) Blair, Heather Powell, Michele Auken

1. Pledge of Allegiance

2. Old Business

a. Meeting Dates:

- i. Dec 14, Jan 25 (will also be virtual at 6 pm), Feb 22, Mar. 21, Apr. 25, May 23, July 2024 (to be set at May Meeting)

b. Coffee Cart Dates:

- i. Dec. 15, Jan 17, Feb 14, Mar 15, Apr 15, May 15
 1. Please see the sign up sheet if you would like to help. Clearances are needed.

c. Marianna's sub orders:

1. Will be coming in on Monday, Nov 20
 2. See sign up sheet if you would like to help. Must have your clearances in.
 - a. Be here by 12:30 pm. **May need to show up early to help clean up the cafeteria in preparation for distribution.**
 3. Pick up will be from 2-4 pm at the lower cafeteria doors
 4. We sold 1265 subs for a total of \$ 12017.50 worth of subs. We profited \$3162.50. Last year we sold 1920 for \$18,240.00 subs for a \$3801.34 profit. That is a profit difference of \$638.84.
- ii. **Indian Tribal Walk:**
1. We spent approximately \$35.00 on the walk. We brought in \$681, we made a profit of \$ 649.00. Next year we need to publicize this more. **Look at hosting on a different weekend than Veteran's Day weekend.**

- iii. **Class Shirts:** have been ordered. A few students still do not have sizes turned in, but I have ordered extra stock, so that should cover them. We ordered a total of 557 shirts. They will be available after Thanksgiving. **Students receive shirts as soon as they are available versus holding them until field trip time (estimated first week in January).**
- iv. **Trunk or Treat** had an awesome turn out. We estimate approx 420 people showed up!! That is 120 more than last year! The PTO ran out of candy about an hour in. Next year, we will have a shorter time of 6 to 7:30. We will definitely need more candy donated. The PTO purchased 18 large bags from Sam's Club plus had some donated.
- v. **Milk and Cookies with Santa**
 - 1. Because of the cartons for the milk being unavailable, we will be doing Hot Chocolate and Cookies with Santa. Papers are being sent out tomorrow. This will be easier as we will not have to order anything, just make the hot chocolate. We will need volunteers to help. **Ordered over 400 cups w/ sleeves. Papers should be sent out on 11/17 and any cookie donations are accepted.**
 - 2. This event will be held on Dec. 1, 2023
- vi. **Santa's Workshop:**
 - 1. Dec 5: Set up (all day) **Arrive by 8am to help with inventory/pricing. Some prices must be increased in order to compensate for sales tax. Gift bags and bows donations are needed.**
 - 2. Dec 6-8: Shopping for students during the Library Block. Each student only gets one day.
 - 3. Dec 11: Shopping for only those students that were absent during their library time. We will be tearing down starting at noon. Inventory will be taken.
 - 4. Please see the sign up sheet if you are interested. You must have your clearances. Please arrive by 8 am each day.
 - 5. Shopping lists will go home with students before the Thanksgiving break. Items range from \$.25 to \$25.
- vii. **Ugly Sweater Contest:**
 - 1. Dec 15
 - a. Tina, the coffee cart volunteer, and Admin will judge. **You cannot judge your own student's homeroom/grade level.**

- b. Teachers will send out the best one from each of their classes. One prize for best in classroom, and one prize for best overall. **Sweaters must be handmade by students- not store bought.**
- c. \$10 gift card for grade winner, \$15 for best overall - Walmart Gift cards

viii. Later meeting times:

- 1. A one time virtual meeting will be held on Jan 25, 2024 at 6 pm. If this is successful we will consider keeping a later virtual meeting time. A link will be sent out a week prior. If you attend this meeting, you will be added to the attendance list.

ix. Door Decoration: Teachers and their students will decorate their classroom doors to be judged on Dec. 15. Those judging the Ugly Sweater Contest will also judge the doors. **Students are expected to provide decorations for their homeroom's door.**

- 1. Winning classroom will get a pizza party on Thursday, Dec. 21. **Cafeteria can make pizza for the party with enough advance notice.**
- 2. A taco dinner will be supplied for teachers on Nov. 21. There is a sign up sheet if you would like to bring anything in. Please have your donations in between 12:30 and 1pm.

d. New Business:

- i. Amber Taylor suggested a meat stick fundraiser. We will discuss this after the new year.
- ii. Other New Business?
 - 1. **Fundraising suggestions- flowers, baskets, fruit sales, poinsettias, candles, Texas Roadhouse Buns**
- iii. **Christina Schultz- when students have picture day, maybe parents could help students adjust their appearance before they have their pictures.**
- iv. Adjourn.