

I. Called the meeting to order:

- Time: 6:35pm
- Who: Jackie Goulding

II. Approval of minutes

- Who: Mary Parks and Muhammad Javed Iqbed

III. Principal's Report

- Thank you to everyone for Trunk or treat
- Halloween morning went great
- Paul is retiring. Last day 11/14
- As of 11/13 we will be fully staffed. We have been running with three permanent subs.
- 3 different committees leadership team is proposing and moving forward with:
  - Character education –
  - Incorporating reading throughout community – march reading month and reading beyond every day.
  - Bist- Behavior intervention and how to support behavior within our school. Establishing in every classroom a rest and return.
- Ratio on website is based on fully certified staff on site based on children. It includes any full time certified staff within the school.

IV. Teacher Report –

- Mrs. Motherwell is unable to make it today.
- Step up to the plate sent out today by Jill.

V. Presidents Report

- 11/8 Restaurant Night at Taziki's
- 12/12 Restaurant Night at Kona Grill
- Fun Run prizes
  - Pizza party for 3<sup>rd</sup> grade
  - Pancake breakfast for winners this Friday
  - Planetarium 11/17 sorted by grade
  - Individual prizes will be going home this week based
  - Volunteers for Friendsgiving Lunch – 11/21 (date to be confirmed)
    - Background checks must be on file for this.
  - Holiday Shop
    - First week of December

- Will need volunteers for that too

#### VI. VP Reports

- Holiday party was success with room parents
- Submit receipts for \$50 reimbursement
- Holiday party 11/18
  - Time TBD

#### VII. Treasurers Report – Sam not able to make meeting – PTO board will answer questions, unless unknown we will follow up with Sam.

- Reviewing budget
- Kids appreciation – Kona ice
- Community Support – All schools donate for support
- Bingo Night – Free to go but sold pizza, cookies, etc. so leads to income
- A lot of events listed on budget, but finalizing dates due to district calendar
- One additional thing being added Troy Youth Assistance – Every PTO to donate \$100 and Martell will donate, so this will be added to the budget. It supports families in Troy. It also provides resources for kids that may need additional behavioral support.
- Differences between class grants – some full-time staff and some part time staff. Every teacher gets \$50 since we met our Fun Run goal.
- Once budget is approved is the budget locked? For the most part, yes. Slight changes can be made, but most of them are set.
- Proposed to September meeting have a line item to suggest things to add to budget- Share ideas and opportunities for new ideas to add to the budget. Any time during “New Business” is to share new ideas and events that can be added to the school year.
- Possible survey at the end of the year to ask all families to vote for what events they want to see stay or new events.
- Add to the PTO calendar what large events will be discussed prior to the meeting so everyone is aware of what will be included
- On the Martell Website under the PTO website, we do not have access to physically add anything to the page. Everything would have to be sent to Allison to upload it.
- We can possibly add a line item on the monitor for PTO communication, if received early enough it could be added.
- The board will meet and come up with some ideas so we can figure out how to communicate better as to what is coming up at the next meeting. We will do our best to implement the agenda presented before the next PTO meeting.
- Possibly to add a communication liaison to the board
- District recommends having \$7k in savings every year. The last couple years we were able to save extra money which will help cover the deficit.

- Can we approve the budget with a deficit? Yes, due to the extra money in savings we will throw in extra fundraisers.
- Approval of budget: Judith Miller, Muhammad Javed Iqbed and all PTO board members

VIII. Motion to adjourn meeting

- Manal and Kristy at 7:25pm

- Important Dates

- November restaurant Night at Taziki's - 11/8
- December restaurant Night at Kona Grill - 12/12
- Holiday party - 12/18
- Planetarium - 11/17
- Friendsgiving Lunch - 11/21

- Meeting Attendees

- Amy Benavides
- Jessica Hausem-Harrington
- Shelby Swinburnson
- Habiba Syeda
- Krista Russo
- Erin Johnson
- Jackie Goulding
- Kristy Osterlund
- Manal Geibig
- Muhammed Javed Iqbed
- Mary Parks
- Jeremiah D. Parks
- Jessie Ho
- Judith Miller