# October 6th, 2026 Meeting Minutes

As written by Brandee Rada-Burns (Secretary)
Attended by: Theresa, Joanna, Karalee, Bard, Grace, Ashley, Pam, Kristin, Brandee, Amanda, Lana

**Approval of last month's meeting minutes**: Karalee motioned for approval with no changes and Brandee seconded

**Amanda's principal report**

- Teacher is in hospital currently, asking for help coordinating a meal train or donations of food/food gift cards
    - Ms. Colby to get with Brandee and coordinate a meal train or sign up genius
    - Executive board to determine a donation from the PTO
- No ATP lead, ATP helps host events with PTO due to overlap
- Coffee with the principal: recommendation to share to Class Dojo and Parent Square
    - Need to post location as well
    - Usually held in conference room but if there are a lot of parents, it will be moved to the cafeteria
    - Brandee to post all coffee with principal days as events on Class Dojo
    - During this event, calendar of events, PTO notes, a piece of data, and questions/feedback are shared with parents
    - Potential for teams streaming, survey for when would work best for parents to have coffee with the principal (evenings potentially)
- Portables (2 units with 4 classrooms) will be installed at CRE- unsure of timeline due to asphalt company not able to work Nov-Feb
    - Currently in the permitting and bidding phase
    - Potential for redrawing of boundary lines next year due to large amount of students
- Drop off and pick up times are faster than compared to the start of the school year at under 10 minutes

**Officer reports**

- Kristin- nothing at this time
- Karalee- financial report
    - Checking account currently has $9,891.65
    - Savings account currently has $1755.00
    - Financial input for this month has been $3381.96
    - Expenses for this month has been $2776.02

    - Expecting an expense shortly of $750 for kinder field trip busing with a rough estimate of $250 per bus and a total of 3 buses

**Rollarena event**

- Not a lot of people attended (potentially due to time of year)
- May plan another one in the spring

**Bingo Night**

- Fair amount of people attended
- Spent $117.96 on candy for the event
- Book fair “share the fair” donation was used as a prize for 4 people ($25 each)
- Potential to do another one in the spring
- Challenging with low number of volunteers

**Book Fair**

- Challenging with low number of volunteers
- Gym location worked but may be an issue in the future if gym class is not able to be held outside
- Next book fair will be Read Across America Week
- PTO gave $20 gift card to Mrs. Payne for accommodating us in the gym
- Reassess timing since 3PM was hard for walkers and busers- maybe open 30 minutes sooner in the future
- Lots of kids on Friday, reassess distribution of students over the week with class sign ups, better tracking of e-wallets so students can be sent down throughout the week
- $9500 in sales: scholastic dollars = 50% of sales so expecting around $4300-$4500 in scholastic dollars, $11000 total scholastic dollars in account
    - Mrs. Wilson suggested uses of scholastic dollars:
        - 1. Book vending machine books (especially spanish books)
        - 2. A book for every student in the school with bookmark and hot cocoa/snack for winter break
        - 3. A book for every student for Read Across America Week
- Better tracking of vending machine books to determine that each child truly gets a book throughout the school year
- Literacy committee will pick books for each grade level if decided to go that route
    - Kristin to meet with Scholastic to determine next book fair logistics

**Candy Collection: October 5th-23rd**

- Will put reminders out on class dojo

- Class with most amount of candy (by weight) will get Crumbl cookies- donated by Crumbl

**Pumpkins on Parade: October 21st-28th**

- 35 pumpkins will be donated by Yokes, pick up on the 15th or 16th
- Completed pumpkins to be dropped off to school on Oct 21st
- Top pumpkin in each grade with get Kohls Cares stuffy and book- Brandee to pick up
- All participants will get a pencil
- Pumpkins will need to be picked up after event on Oct 28th

**Fall Carnival: October 28th**

- Lots of discussion on logistics
- Committee to finalize plans
- Selling Costco pizza ($2/slice) and water (donated by Coke)
- Multiple activities that will take place in the gym, cafeteria, and hallways on first floor
- Trunk or treat with cars backing up to bus lane or Knock or treat using doors on first floor
- Entry fee vs punch card for $5- approved $5 punch card per participant with 2 punches for trunk or treat
- If using doors for treating, offer door decoration to classroom first and then volunteers
- Best trunk or door will get $25 gift card- voted on by PTO Board
- Will need to make pathways to direct foot traffic
- Knockerball games- Motioned to approve $350 towards rentals by Karalee, Seconded by Brandee
- $1000 estimated budget for Fall Carnival- Motioned to approve by Brandee, Seconded by Karalee
- Volunteers will get free punch card when helping for a shift
- Candy dispenser volunteers will not need to bring their own candy

**Krew's Kottage**

- discussion of having event
- Too much work with too little volunteers
- Negative feedback leading to burnout
- Decided no Krew's Kottage this year
- Will find an event to replace it such as Cocoa and Crafts or a movie night

**Yearbook**

- lost $900 last year due to over-buying
- Dorian vs. Treering
- We will have access to all student pictures through Dorian but can use them with any company
- Will discuss more at later meeting
- Kristin to gather more information from Treering and potentially get a yearbook sample

**Restaurant fundraisers**

- No fundraiser night this month
- No McTeacher night due only being able to have it for 2-3 years

**We need volunteers for upcoming events. If we don't get volunteers, we may have to limit or cancel planned activities. Volunteers must have a background check performed and approved by the Pasco School District before their volunteer shift.**

## Next meeting: November 3rd at 6 PM