



# MINUTES

9/19/17 6:45pm | Meeting called to order by Hollie Yi

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## In Attendance

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3 board members, 7 staff members, 2 administrators, 2 parents, 1 grandparent

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## Approval of Minutes

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There were no minutes to approve.

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## Board

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- The welcome and introduction of guests were acknowledged by Holli Yi and Rhonda Kelsey.
- The PTO board needs volunteers. This is the last year for several of the board members and in order for the PTO to continue to function, we need to recruit, retain, and encourage parents and family members to participate now. The board and attendees discussed several ways to encourage parent involvement such as sending letters to non-immersion parents, setting up a pto table at future events, have commercial breaks during the various events, send hard copies of the newsletters home to parents in various languages, (encourage 5<sup>th</sup> grade students to translate the newsletters), have signup sheets for the teachers to participate with afterschool activities, provide incentives to teachers who have parents attend the meetings and actively participate and/or volunteer. The asst. treasure has stepped down due to scheduling conflicts.

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## Upcoming Events

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80's dance – PTO to purchase extra cakes if sign-up genius donations are low. Notify parents on the flyer that they children cannot be left unattended. Mr. Hollingsworth is the admin on duty. Flyers need to go home Thursday. Work on getting in the café at 3:30 so we can set up.

Spirit Nights – Teachers need stickers w/ the date on them in advance to pass out to the kids on Spirit Days/Nights.

Fall Fundraiser – Sept. 28<sup>th</sup> is the launch of the wrapping paper.

Bingo Night – Consider a breakfast basket as a silent auction item. Check with the art, music, pe, and guidance teachers to see if they would like to be included in the raffle.

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## Monthly Teacher Appreciation

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The budget for the current school year was distributed by Kim Ralls, PTA Treasurer, and reviewed by the board and PTA members at the last meeting. In tonight's meeting, David Jaffe made a motion to approve the budget which was seconded by Rachel Valdez. All present voted in favor of approving the budget as presented.

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## Budget Review

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- The treasure provided a September 2017 PTO budget update. Bank balance as of 9/19/2017 \$10,714.64
- Revenue Makers: Budgeted Expense Total \$15,200 / Projected Gross \$38,900 / Projected Net \$23,700
- Budgeted Items: \$25,450
- Hannah Simmons needs Time 4 Kids order placed.

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## Questions and Announcements

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- Nurse Cranford extended a thank you to the PTO for assisting with her conference. The health room is still in need of boys underwear size 6-8. She can also use unisex shorts size 6-8. Sweatpants and jogging pants will be needed as the seasons change.
- Create teacher sign up genius for Breakfast with Santa.

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## Next Meeting

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October 17<sup>th</sup> 6:45

Meeting adjourned 7:45pm