



MEETING MINUTES

WEDNESDAY, 9.4.2019

ATTENDANCE

Jenn Kuck (President), Jerry Mountain (Vice President), Robbie Thomas (Treasurer), Nikki Hampson (Co-Treasurer), Janine Burnside (Secretary), Stephanie Ioia, Holly Meister, Lynn Haines, Lori Schneider, Marci Gerken, Ellen Lopez, Christy Leiner, Liz Rossi, Laura Smith, Katie McKinney, Kara McGee

Meeting Start: 6:36pm

AGENDA

1. **Welcome and Intro** Jenn K (5 min)
-----OLD BUSINESS-----
2. **Secretary Report - Bylaw Vote to Adopt** Jerry/Janine (10 min)
3. **Treasurer Report - Budget Vote/Adoption** Robbie (15 min)
4. **Meet the Teacher Recap** Jenn K (10 min)
-----NEW BUSINESS-----
5. **WalkATHon (10/11)** Jenn K/ Jerry (10 min)
6. **ISPTO Update** Robbie (5 min)
7. **Weekly SDE eNews/PTO Communication Coordinator Needed** (5 min)
8. **COSI on Wheels (10/21-10/22)** (5 min)

NOTES

Bylaw Vote/Adoption

- Brief review of changes to existing bylaws:
 - Introduction of formal fiscal year
 - Guidelines around conflict of Interest
 - More clearly defined roles/responsibilities of board positions (i.e., president, vice president, treasurer, secretary)
- Holly Meister motions to approve bylaws as written; Stephanie Ioia seconds the motion; all in favor; approved

Treasurer Report - 2019-20 SY Budget Vote/Adoption

- Explanation of income/expenses from 2018-19 school year (SY)
 - Net loss of \$5,509 last SY
- Review of proposed budget for SY 2019-20
 - Holly Meister (principal) took on some expenses from previous budget (e.g., print shop)
 - Reduced classroom teacher allotment from previous years, and in turn PTO will give (as long as surplus exists):
 - \$100 each SY per classroom teacher in scholastic dollars
 - 1st year teachers given additional \$100
- Janine Burnside motions to pass the budget as presented; Jerry Mountain seconds the motion; all in favor; approved
- Fiscal Year Beginning & End Dates: 8/1/19 - 7/31/20
- PTO Reimbursement Form must be completed with receipts attached
- No tax reimbursement to staff (HCSD recommendation)
- SDE Staff and PTO Volunteers must know their budgets and adhere to them this year

Meet the Teacher Recap

- Looking for coordinator for next school year
- There were some changes to MTT from years past, feedback solicited on how the event went:
 - Great idea (dual spirit night)
 - Suggest to centralize information tables (e.g., new student, girl/boy scouts, PTO)
 - Potentially set up in the cafeteria
 - Seating needed for families which may drive spirit night sales
 - Suggest multiple food trucks next year
 - Suggest Kona Ice as a desert alternative to Graeter's; save Graeter's for a separate spirit night
- \$60 donation from Pitabilities (10% of total sales), waiting on Graeter's donation (later reported \$210 donation, 20% of total sales)

Passive Fundraiser Info: Spirit Night, Box Tops, Amazon smiles

- Spirit Night schedule on Facebook
- Box Tops now collected through mobile app but if you still have physical box tops cut out within expiration date continue to bring in to school
- Register for Amazon Smiles program to have portion of Amazon qualified Amazon purchases donated back to school

WalkATHon

- Kick Off 9/27, Walk Day 10/11: Co-Coord (Jenn K & Jerry)

- Fundraising Goal = \$10,000 Mystery Bonus Prize = \$12,000
- Tangible Student Goals: Replenish Emergency Fund, Replace Popcorn Popper, Marquee Sign Repairs, & Water Bottle Refill Station

ISPTO Update: New District Guidelines on Student Incentives

- No mandatory fundraisers
- No individual student awards for sales/goals
- Awards for class or group derivative not smaller than class are acceptable as long as minimal value (>\$25)

Weekly SDE eNews/PTO Communication Coordinator Needed

- PTO communications to be included in weekly SDE email must be sent to Lisa Tamburro every Wednesday by 4:00pm
- Liz Rossi volunteered to coordinate this

COSI on Wheels 10/21-10/22 in the Gym

- Coordinator, Ms. Felicetty
- Needs: Parent Liaison, ½ Day & full day volunteers via SignUp Genius, lunch?
 - Ellen Lopez volunteered to coordinate lunch, Christy Leinart assist

ACTION ITEMS

- Coordinator needed for 2020 Spring Fling and 2020 Meet the Teacher

NEXT UP

September 10 5pm-9pm Spirit Night at Chipotle

September 27, WalkATHon Kick Off

October 2, 6:30pm PTO Monthly Meeting

October 11, WalkATHon

Meeting End: 7:42pm