

### PTO Meeting 11/8/23 minutes

**Attendance:** Allyson Scheck, Kerry-Beth McNalley, Josena Marshall, Vicki Finsted, Katie Roth, Katie Olszewski, Leslie Hedges, Teri Witzel, Allison Ataman, Kimberly Myers

#### OLD NEWS:

- Spirit Sales continuing- look into adding a flash sale before Christmas? Add new items? PTO decided to wait until after Winter Break
- Silver Graphics- flyers went home, 2 more weeks of sales. We have about 13 orders so far. They will be delivered the week of 12/4, will need help handing out orders (they do come sorted by student)
- VPK Cookie Man sales will be delivered next Wednesday 11/15- need volunteers to help pass it out in the car loop line
- Memorial Stones- will order the stones previously discussed (\$70 total for both)
- Memorial tree is here, Cindy picked up on Tuesday. Is anyone available to plant? Vicki will ask the custodians to plant the tree tomorrow (if they are full staff) What should we put around the tree- stone or mulch? White stones, will put in stones and tree this weekend. Leslie will pick up stones from Lowes and Katie will help plant tree and add stones
- Texas Roadhouse Rolls ends on Thursday (11/9). Will pick up vouchers Monday & send home next week. Vouchers can be redeemed at Texas Roadhouse 11/20 & 11/21; 70 orders so far, PTO gets 50% of all sales
- Holiday Event on campus- adding wishing tree for teachers & staff
- October expenses: Popcorn Parties- \$14, 5Below GC- \$15 (3 \$5 GC for Little Caesar's prizes), Halloween Hangover- \$75, Conference Meal- \$140, Sam's Club Renewal- \$110

#### NEW NEWS TO DISCUSS:

- Holiday shop updates from KB- decorating? Theme? Volunteers? Will be set up in room 202
  - Set up 11/16 & 11/17 (Items from company are already at school)
  - Theme- Winter Wonderland- Snowflakes, etc. from Amazon, Oriental Trading Company; Allison & Allyson- coordinate boxes for trees(4)/snowman (2); cover window in door; Kimberly- 11/16, Allyson- 11/17
  - Volunteer Sign Ups: Sign Up Genius (during school & the evening) 8:40-11:40; 12:15-2:15 (2-3 people per shift); 2<sup>nd</sup> grades and under classes will need more assistance
  - 11/27 will be a preview day, will show video during activity; Last minute decorations can be done that day if needed (Leslie will send an email out if help is needed)
  - Starts 11/28 during Media Class, company provides 5 minute commercial
  - Ends 12/8- open 2 hours final call (until 10-11am)
  - 12/11- free shop and then clean up
  - Evening Shop 12/7 during Holiday Fest (5:30-7:30pm)
  - Register/App training link :(recorded zoom) scan items & go. Leslie will talk to Kevin to get 2 computers, will need 2 register drawers, people will be able to use credit cards, parents can purchase gift cards for students to use. App on the iPad to help keep track of the items on their list
  - Supplies from storage unit- Leslie & Josena will get items out of the storage unit on 11/15

- New Committees- need volunteers

- o *Community Outreach would be in charge of reaching out to area businesses for donations*
  - o *Event Committees to run individual events*
  - o *Hospitality committee to put together staff meals/student rewards*
- Holiday Calendar- PTO gift to staff Weds 12/13 (Allyson will take charge)
- Start collecting donations for Teacher Appreciation after winter break
- Meals or Snacks for Parent Involvement/Title I Math nights to help increase attendance. Snack & water to start. 3<sup>rd</sup> grade 11/9, 4<sup>th</sup> grade 11/28, 5<sup>th</sup> grade 11/30. \*2<sup>nd</sup> grade declined\*
- Winter Festival 12/7: Fundraisers: 6<sup>th</sup> grade- cakewalk, 5<sup>th</sup> grade- cotton candy
- Winter Festival- crafts, hot cocoa, door decorating contest (winners- 1 primary vs. 2 secondary); young people singing carols; Santa & Mrs. Claus still needed- Allyson will reach out to her Santa contact to check availability
- Next meeting: January 24, 2024 3:30pm