

Kaufman PTO Executive Board Meeting
August 5, 2013
7:00 pm

Attendees: Kara Holtan, Amanda Mason, Candy Booth, Kellye Brown, Michelle Lotz, Jill Przespolewski (prepared minutes)

Approval of Minutes: Candy made a motion to approve minutes from the May Executive Meeting. Kellye seconded it. Motion approved.

Back to School Teacher Appreciation, Candy

We will provide Chick Fil A sandwiches for the teachers on Friday, August 23rd. Delivery is set for 10:40. Candy has asked Sam's Club about possibly donating chips, cookie trays, and/or drinks but hasn't heard back yet. Erin has placed the order and asked if we could have the same pricing Vogel did last year; they paid for fifty sandwiches and received fifty for free. There are white lunch bags in the PTO portable we can use. Jill will ask Sammy if she can come up with something cute to decorate the bags with; possibly print something off on labels that we can stick on the bags. Candy will be working that day, so Jill and Erin (who had previously told Candy she could be there) will set up lunch that day. We decided against a snack prior to Meet the Teacher.

Treasurer's Report, Kara

Kara went over the new budget for next year that she and Jill worked on in June. She explained that everything we have planned is covered and that any profit we make from this year's Fun Run can be used for distribution to Kaufman; possibly another iPad cart.

Jill found out that the bank is requiring a Director of the PTO's Articles of Incorporation sign the letter changing the authorized signatures on the PTO bank account. Jill will let the signers know as soon as she gets the letter signed, notarized, and taken to the bank. Next year's signers will be Jill Przespolewski, Kara Holtan, Amanda Mason, Candy Booth, and Sammy Bales.

Spirit Store, Jill

There is still no chair person, so the board will run the spirit store until someone volunteers. Jill inventoried the old items and found that we have 138 hats, 52 tumblers, 89 water bottles, 38 pennants, and plenty of pens, pencils, and paw print cups. New items have been ordered including drawstring backpacks, lunch bags, and zipper bags and should be here for Parent Information Night and Meet the Teacher night. On Parent Information Night, Kara will run the spirit store from 5:30 – 7:30, and Jill will help her when she is not at the Kindergarten meeting. On Meet the Teacher Night, Michelle and Kellye will run the store from 4 – 5:30, and Amanda will run the store from 5:30 – 7. We will ask board members to check their schedules closer to the dates to see if anyone else can help.

Tentative Calendar Review, Jill

Jill discussed the calendar of events. One main change is that PTO meetings will be on Thursday afternoons now. She said that the calendar is subject to change as many dates have not been finalized.

Fundraising Update, Jill

Jill, Erin, and Mrs. Daw will be meeting with Boosterthon next week and will have more information after. Jill and Erin would like PTO to help promote the fun run throughout the school by possibly having a door decorating contest or something similar. They are also discussing added incentives from the PTO such as a Pump It Up party as in years past. Again, we'll know more after next week.

SK8 Nights are tentatively set for September 19, November 21, January 16, March 20, and the final one on May 15. The May 15 is only given to us if the first four sk8 nights raise a certain amount of money. We have always been able to have the last one. Instead of ice cream sandwiches for the winning class, it was suggested that we ask if we could give the winning class extra time at recess. Jill will ask Mrs. Daw.

We'd like to continue working with Spring Creek BBQ for another spirit night, but Erin is in talks with Mooyah, Tutti Frutti, and Chick Fil A as well.

Events Update, Amanda and Kara

We will continue hosting Donuts with Dad, Mornings with Mom, and May Fun Day. Breakfast with Santa will change to Jingle Bell Jam and will take place in the evening instead of morning. Amanda and Kara would like to still have the holiday shop open, Santa baskets, and pictures with Santa in addition to more stations. Some ideas were face painting, nail painting, making reindeer food, and writing letters to Santa. Due to the time change, we will no longer be able to sell Santa basket tickets the Friday before at the school. Jill will ask JJ if there is a way to encourage teacher participation. Depending on how well the evening turn out is, we'll discuss the possibility of another family night.

Volunteer Coordinator Update, Candy

Candy has updated the booklets that are given to the Grade Level Representatives and Room Parents. She will email them to the board so that we can all read the updates before we ask Mrs. Daw to approve.

Candy will be buying Subway cards for the teachers for their birthdays this year. She has a call in to the Subway in the front of the subdivision to see if they are willing to work out a deal with us.

The teachers will get \$250 worth of K-Cups for the Keurig machine PTO bought them last year at the beginning of the year. Candy plans to wrap them up and have them with the Chick Fil A luncheon on August 23. She will give them another \$250 worth for the second semester.

PTO Membership, Jill

Mrs. Daw has volunteered to send out school wide emails for the PTO. Jill asked the board if they thought this was enough, or does the PTO need to collect emails for PTO. The board decided that if Mrs. Daw will email for us, there's no need for us to collect emails for the yahoo group.

Mrs. Daw is also looking into a facebook page for the school. If she makes one, the PTO will be able to post reminders on it as well. If she does not want to make a facebook page for the school, the PTO will make one of its own. We will have it strictly showing our posts without comments.

Jill will create a half-page flyer to pass out at Parent Information Night and Meet the Teacher night. We will not send out anything else. We will instead have an introductory letter from the PTO and ask JJ to email it out separately from her weekly emails.

Meeting adjourned at 9:30 pm.