

**Kaufman Elementary PTO
General Meeting Minutes
May 7, 2015**

The May 7, 2015 General PTO Meeting was called to order at 1:35PM.

Those present at the meeting were Kara Holtan, Kellye Brown, Amanda Mason, Erin Mayeux, Pam Brightman, Helda Martins, Angel Frank, Jennifer Pargmann, Valerie Brennan, Shasta Howard, Amy Morefield, Nikki Adams, Sandi Brown, Merrie St. Aubin, Stephanie Bell, Melissa Lunkwitz, Tamika Shotwell, Catherine Paladino, and Tina Oliver, Principal.

Approval of Minutes

Angel Frank made a motion to approve the General Meeting minutes from April 9, 2015. The motion was seconded, and a vote was taken to approve the minutes. The minutes were approved unanimously.

Treasurer's Report

Pam Brightman's Exxon's donation of \$1,000 was received. We also received a \$350 sponsorship from Spinal Care for Mornings with Mom. We currently have \$40,000 in the bank, \$20,000 should remain in the bank for the 2015-16 school year, and \$7,000 is earmarked for the Library.

Fundraising

Angel Frank, Helda Martins, and Sandi Brown met with a potential vendor for the Holiday Store for 2015-16 school year. Angel reported they met with Daniel's Fundraising; they have a better variety of products, better prices, better reorder process, will still provide gift bags, and cash registers. However, they don't have the display cases, but the Board officers for the next school feel like the cases are not a necessity.

Stephanie Bell made a motion to change the vendor for the 2015 PTO Holiday Store. The new vendor would be Daniel's Fundraising – Peppermint Village Gift Shop. The motion was seconded, and a vote was taken to approve Daniel's Fundraising as the new vendor for the 2015 PTO Holiday Store. The motion was approved unanimously to change Holiday Store vendors. The contract with last year's vendor will need to be canceled; Angel Frank will take care of cancelling the contract.

Events

Mornings with Mom (MwM) update – Kellye reported that all went well, especially the check-in procedure with tickets. Kara mentioned that one of the MwM photographers will need to be replaced because her child is moving on the Vogel as well as the Spinal Care sponsor.

Teacher Appreciation went well, and teacher enjoyed everything.

May Fun Day is coming up on Friday, May 29th. The theme is "Fun in the Sun." Mrs. Oliver spoke with the Teacher Leads for each grade, and they vetoed water activities at Fun Day. Each

grade level has a water day the last couple weeks of school. May Fun Day is an approved candy day. Some of the events at Fun Day will be hairspray, face painting, nail painting, DJ, Snow cones, Inflatables, Hula dancing, "Beach" volleyball, and some other games. There will be a May Fun Day meeting on May 21, 2015 to finalize all of the plans.

Amanda Mason has agreed to check availability with the DJ for May Fun Day, order cotton candy treat, and another treat for all students.

Kellye Brown will be the Event Chair and design/create a Summer-themed backdrop for class pictures.

Jennifer Pargman will create the Hula Hoop game.

Melissa Lunkwitz will be in charge of Face painting.

Tamika Shotwell will be in charge of Snow cones.

Merrie St. Aubin will be in charge of hairspray.

Catherine Paladino will be in charge of nail painting.

Erin Mayeux will secure the inflatables.

Funding Requests

Nurse: The school nurse is requesting **\$93.06** for a **Pediatric Fingertip Pulse Oximeter**.

Amanda Mason made a motion to approve the nurse's funding request for \$93.06. The motion was seconded, and a vote was taken to approve the funding. The motion passed unanimously.

Nurse: The school nurse is requesting **\$54.40** for an **Adult and Child Blood Pressure Cuff** for health screenings for teachers and students.

Amanda Mason made a motion to approve the nurse's funding request for \$54.40. The motion was seconded, and a vote was taken to approve the funding. The motion passed unanimously.

Jennifer Woods (Office Staff): Jennifer Woods on behalf of the school is requesting **\$100** for **Box Top prizes** for each grade level.

Kellye Brown made a motion to approve Jennifer Woods's funding request for \$100 for Box Top prizes. The motion was seconded, and a vote was taken to approve the funding. The motion passed unanimously.

Mrs. Oliver (Principal): Mrs. Oliver is requesting funds to add mini blinds in the teacher's lounge so that people/children won't be able to see inside the teacher's lounge. The teachers and staff don't want people to see them eating. The cost will be **\$228**.

Sandi Brown made a motion to approve Mrs. Oliver's request for \$228 to add mini blinds in the teacher's lounge. The motion was seconded, and a vote was taken to fund the request of \$228. The motion passed unanimously.

Mrs. Oliver: Mrs. Oliver is requesting **\$3,650** for a **Sonic Ice Machine** for the Teacher's Lounge. Mrs. Oliver and the administrative staff believe that a Sonic Ice Machine will make Kaufman a better place for the teacher's. Ms. Corliss (Assistant Principal) explained that if a teacher wants ice currently; they have to ask the Cafeteria for ice. The Cafeteria is so busy during lunch time so they will fill a large bowl with ice and set outside of the Cafeteria. The teacher's may not always be able to get ice right away, so the ice may be melted by the time the can get ice. There was discussion by several people present that this request for a Sonic Ice Machine be tabled until next school year, perhaps after the Boosterthon Fun Run. The school has received \$66,000 from PTO throughout the 2014-15 school year. This funding amount is one of the largest disbursements to date. Some members present mentioned that Mrs. Oliver has received all of the funding she has requested this year such as mounting of ELMO's, new desk top computers, STAAR curriculum for 4th graders, a new digital camera, hot/cold water dispensers for the teacher's lounge, \$500 in funding for Mrs. Oliver to "celebrate" the teachers/staff all year long with candy, Sonic drinks, Panera breakfast, mini blinds for the Teacher's Lounge, etc. Another person present at the meeting suggested that the funding raised by our children should be used to for the school and teachers at Kaufman. While others present believe the Sonic Ice Machine is a frivolous funding request – not a necessity for the school.

Stephanie Bell made a motion to approve the funding request from Mrs. Oliver for \$3,650 for a Sonic Ice Machine for the Teacher's Lounge. The motion was seconded, and a vote was taken to approve the funding. Fourteen voted to approve the funding, 3 voted against the funding, and 1 person abstained from voting. The motion passed by a majority.

Nominating Committee

Melissa Lunkwitz made up the Nominating Committee for PTO. The 2015-16 Executive Board will be made up of the following officers:

President: Angel Frank
VP Events: Kellye Brown
VP Fundraising: Helda Martins
Treasurer: Pam Brightman
Secretary: Jennifer Pargmann
Parliamentarian: Tamika Shotwell
Volunteer Coordinator: Amanda Mason
Communications Coordinator: Sandi Brown
Kindergarten Grade Level Coordinator: Nikki Adams
1st Grade Level Coordinator: Deanne Biles
2nd Grade Level Coordinator: Amy Morefield
3rd Grade Level Coordinator: Valerie Brennan
4th Grade Level Coordinator: Nikki Adams/Deanne Biles
Spirit Store Chair: Stephanie Bell
School Supplies Chair: Deanne Biles

There are still two positions available – Yearbook Coordinator and Holiday Shop Chair.

The meeting adjourned at 3:00PM.