

Dec 2024 PTO Meeting Minutes

Monday, 12.09.2024

Attendees

Diana Shmaun - *President*

Gina Silva - *Vice President*

Jeanna Isham - *Secretary*

Alison Alexander - *Treasurer*

Carla Randazzo

Heather Kurihara

Valentina Ware

Angelina Mejia

Dunnea Martinez

Claudia Phavindhu

Casey Gray

Amy Smith

Meeting Called To Order

Diana Shmaun called the meeting to order at 2:33 PM.

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Agenda

Approval of November 9th Minutes

Vote for Minutes Approval

Motion for approval by Angelina Mejia, Seconded by Valentina, All For, None Opposed, Motion Passed

Treasurer's Report

Alison Alexander shared the Treasurer's Report. The starting balance was \$18,859.33. Ending balance was \$11,944.79. Uncommitted funds totaled \$22,265.80.

Vote for Treasurer's Report Approval

Motion for approval by Amy Smith, Seconded by Casey Gray, All For, None Opposed, Motion Passed

Principal's Report

Attendance: We are at 94.7% and Principal Iniguez would like us to be at 95%. She would like to create an incentive at Eddie's Day where those students who are in attendance that day get an otter pop or a fruit snack.

She was asking if the PTO would purchase/sponsor the snacks. It would be less than \$40/month for 500 fruit snacks (possibly less per month).

\$40/month Eddie's Day budget

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Motion for approval by Heather Kurihara, Seconded by Carla Randazzo, All For, None Opposed, Motion Passed

Angel asked if this was part of the \$150 Attendance Incentive that we already approved. Diana will check. Otherwise, \$40/month has been approved.

The Principal also mentioned a goodbye to Robin for the parents on 12/19 from 1:30-3 pm. Nothing organized, just an open house. This is where the PTO will present Robin's gift.

Update: Funds for Attendance Incentive were increased from \$150 to \$240 (December 2024- May 2025)

Chair Reports

Jog A Thon

Prizes went out. Last is raffle for the highest lap runners in each class. The announcement will be on Friday during Golden Ticket Winners

Kona Ice

Kona Ice is tomorrow. Last one of the year. We need a garbage can out there. Spring dates are TBD. Will be figured out in January or February.

We're at \$560. Last fall was around \$700.

It was discussed to create a generic flyer that is "ready to go" rather than waiting on Kona Ice's already made fliers.

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Angel also suggested doing a blast on the no-reply email for another form of communication.

Parent Night

Update: Only about 6 in attendance. Principal and Ms. Dawn handled childcare. Structure or timing may need to be re-thought.

Handmade Holiday

Bingo with 15 prizes for the bingo itself. One will be a sticker under a chair for a big prize. Glass jar of snowmen with kisses in them - (game-guess how many kisses).

Cookies and drinks will be provided.

Bingo card prices: 1 for free. Additional for purchase. There will be 5 games ending with blackout.

Randazzo thought of counters instead of stampers. Then people can re-use their cards. She suggested beans.

It was decided that parents play for free. Diana will buy beans.

So far, Diana is at \$78 with beverages and candy.

Claudia report- Casey and Evelyn are helping. Everything looks good. Almost at \$400 spend.

51 tickets total have been purchased so far. More will come in with reminders etc.

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6 teacher volunteers. 3 alumnus coming and sending a letter to Mrs. Sieger.

Gina asked for paper bags 100+. Kurihara is looking at home. Angel can get the remainder if necessary. Robin is making the labels. Claudia will remind her.

VIP Dance

Diana will be working on this after and during break. So far, she has messaged the DJ and asked if \$300 was fair. He'll follow up.

Pancake Breakfast

February 22nd. 8 donations so far that have physically been received. Gina has a list of others to reach out to. Norm Frankenburger will MC again. Jeanna will help with donations after Christmas break.

Misc.

Student Leadership

Jeanna will reach out to Cristina Ridenour about student leadership and its involvement with the PTO.

Surprise the Staff

Starbucks was delivered this morning. 34 orders placed (10 more than last year). The teachers said thank you.

Switched to Starbucks because they've supported us when Dutch Bros. hasn't.

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February will be soups in the staff lounge. Heather Kurihara said thanks for the lounge treats. For access trash, next time have a box for dirty dishes on hand so they don't pile up in the sink.

Erika's Events List

Erika wants plenty of warning for events and what they want anything (ex. Trash cans, cords, etc.). Chairs to compile list for Gina to distribute.

Microphone Status

Paused on for Holiday. Jeanna will order early January.

Garden Workday

December 14th- Mr. Gardner needs help in the garden. Angel to email. Check to see if after school on a school day would be better.

He picked December 14th and no one could make it.

Can we float the idea of a weekday afternoon?

Should it even be a part of PTO?

Maybe Mr. Mitchell could lead? Heather Kurihara said there used to be flyers.

Revisit after holidays and re-access with Mr. Mitchell.

Carla Randazzo will talk to Mr. Mitchell about it and see if he can start coordinating.

Yearbook

Custom cover has been decided. Casey will send out flyer after break. Casey wants the contest to get done in January so she can finish designing. Feb 1 will be the deadline. The kid that wins will get a free yearbook. Adults will vote.

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6th grade will have a page or two for parent messages. How much will we charge? Price/book is \$15.60 charging \$15 but parent messages will cover cost. \$5/quarter page. 200 books last year with 20 extra last year.

We will $\frac{1}{4}$ and $\frac{1}{2}$ page options. She'll say how many slots there will be after her count. 52 pages for the whole yearbook was what was decided. Kurihara suggested small versions of kids submissions on the back. Dale Lovrin will be helping Casey with the contest.

Misc.

- Pixton- Kurihara said that the price may go down because they haven't purchased it yet. She will connect with Alison to see if it turns out to be a teacher reimbursal instead.
- Scholastic is happening. Alison needs to write a check.
- Laminator is on order according to Randazzo.
- Will give Robin's gift to her Thursday afternoon.

Comments

Angel noticed that there was already \$150 committed in the budget for the Principal. Diana will follow up.

Action Items

- Diana to check if the Eddie's Day money has already been promised.
- Gina to try and get a grocery bag donation for Handmade Holiday.
- Jeanna to check in with Ridenour about Student Leadership involvement.

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- Jeanna to order lapels and a cordless microphone.
- See if Mr. Mitchell can head Garden Days instead of PTO
- For Surprise the Staff- Need to create a coffee sign up form to put in teacher's boxes.
- Send the chaired events list to Erika.

Next Meeting Tentative Agenda Items

Monday, January 13th

Meeting Minutes Approval

Treasurer's Report Approval

Principal's Report

Chair Reports

Misc.

Meeting Adjourned

Meeting Minutes By

Vote to Adjourn

Jeanna Isham

Motion for approval by Gina Silva,
Seconded by Randazzo, All For, None
Opposed, Motion Passed

Adjourned 3:35 pm