



## January 2022 PTO Meeting

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January 11, 2022 5:30pm • LRC

**I. Call to order**

**II. Approval of Minutes**

**III. Parent open forum (5 minutes)**

**IV. Admin update (5 minutes)**

**V. Financial update (5 minutes)**

**VI. Old Business (15 minutes)**

**A. Golfland Family Night - January 20 (Hayley)**

*Information*

- Family event open to public from 5-8pm
- Purchase tickets in advance through website or at the door (\$5 per person)

*Action*

- Add tickets to Shark Store (Sam)
- Create promotional flyer (Hayley/Sam)
- Create volunteer signup for ticket sales at the door (Nikki)
  - 4 1 hour shifts starting at 4:30pm with 2 people each
- Sign up for a 1 hour shift as available

**B. Teacher Appreciation Week - May 2-6**

*Information*

- Donation requests should begin prior to spring break
- Committee update

*Action*

- Pick a theme (Krissy)
- Create donation request letters, sponsorship packages, outline of plans for the week, etc (Krissy)

**VII. Recurring Business (10 minutes)**

**B. Otter Pops - 10am-1:30pm**

*Information*

- 1/12 (PTO), 1/26 (PTO), 2/9 (PTO), 2/23 (Playground)

*Action*

- Sign up for Otter Pop time slots as available at [bit.ly/otterpops21](https://bit.ly/otterpops21)
- Update flyer with remaining dates (Sam)
- Print Otter Pop/Coffee Truck flyer to send home

**C. Shark Store**

*Information*

- Restock items are complete
- Update on hat and water bottle research (Cari)

*Action*

- Update Shark store inventory (Sam)

**D. Coffee Truck - January 28, 7-9am**

***Information***

- Coffee truck will be on campus on the soccer field

***Action***

- Please remind teachers to send out information to parents regarding Otter Pops and Coffee Truck
- Update flyer with remaining dates (Sam)
- Print Otter Pop/Coffee Truck flyer to send home

**VIII. New Business (20 minutes)**

**A. STEAM Night - January 13, 5:30-7pm**

***Information***

- Setup Shark Store to sell spirit wear

***Action***

- Need volunteers for each shift starting at 4:15pm sign up at [signup.com/go/MWfQtTL](https://signup.com/go/MWfQtTL)
- 4:30-6:00 (2-4 volunteers)
- 6:00-7:30 (2-4 volunteers)

**B. Donuts with Grown Ups - February 4**

***Information***

- Confirm food vendor - Chartwells has offered to sponsor/provide for free
- Setup tables/decorate the night before if able/confirm with admin/Angel
- Final setup and walk through at 6am

***Actions***

- Need volunteers 2/4 from 3-4pm
- Need volunteers to work event (link to signup)

**C. Sharks Fun Run - February 18**

***Information***

- Shirt design and order due 2/12
- \$30,000 fundraising goal
  - Push Corporate Matching program
  - What are we raising funds for?
- Incentives
  - Teacher - 10%
  - Grade Level - Ice Cream, Cookie, Popsicle
  - Principal Incentive TBD
- Dates to remember: 2/9 pledging opens, 2/9 Teacher Meeting and School-wide Kick Off, TBD tunnel and car line "party", 2/10-2/17 daily video class huddles/character development

***Action***

- Vote to approve shirt design
- Vote to approve how funds will be used

**VII. Board Remarks and Future Discussion Items (5 minutes)**

**VIII. Adjourn Meeting - Next meeting February 8, 2022 at 5:30pm - location LRC**