



## October 2021 PTO Meeting

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October 12, 2021 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. Outdoor Classroom**

*Information*

    - Requesting additional \$8k for outdoor classroom
    - Sun safety/skin cancer awareness program

*Action*

    - Vote on total budget NTE \$18k for outdoor classroom
    - Begin design and purchasing for outdoor classroom
  
  - B. Stock the Teacher Lounge (Krissy)**

*Information*

    - Update from Krissy

*Action*

    - Submit paint/decor/furniture concept design to Hanson for approval (Krissy)
    - Submit, as needed, to District office (Kristine)
    - Select date for painting and decorating - invite parents?
    - Select date for official “unveil” with fully stocked lounge
  
  - C. Volunteer Email List (Nikki)**

*Information*

    - Updated with info from all returned forms

*Action*

    - Send “welcome” email to all volunteer contacts with upcoming opportunities (Nikki)
  
  - D. T-Shirt Design Contest - September 15 - October 12**

*Information*

    - All designs were due today, we will vote on top 3
    - Shirts released for sale 10/22 at Grandparents Breakfast
    - Winners: 1st free shirt & \$30 to Shark Store, 2nd \$30 to Shark Store, 3rd \$15 to Shark Store (codes are active)

*Actions*

    - Vote on top 3 designs
    - Notify and announce t-shirt design winners (Sam)
    - Order shirts through MG Printz
  
  - E. Shark Store**

*Information*

    - Socks
    - Can do a one time sale with direct orders to the company, or purchase stock and sell on our own.
    - \$5 each, sell for \$8 each; sizes kindergarten to adult

*Actions*

    - Vote to approve adding socks to Shark Store

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

### **A. Otter Pops - 10am-1:30pm**

#### ***Information***

- Need to purchase more otter pops - enough for October events
- 10/13 need 1 volunteer for each shift
- 10/27 need 1 volunteer for each shift
- 11/10 need 2 volunteers for each shift

#### ***Actions***

- Purchase more Otter Pops (Jill/Sam)
- Sign up for Otter Pop time slots as available

### **B. Ceiling Tile Sales**

#### ***Information***

- Parents have still not submitted designs from purchases last year
- Host paint area/booth at Fall Festival

#### ***Actions***

- Follow up with parents who purchased and have not submitted (Laura)
- Promote for this school year on social media, e-alert, and flyers (Sam)

### **C. Restaurant Nights (Kelley)**

#### ***Information***

- In-N-Out October 26

#### ***Actions***

- Promote on social media (Kelley/Sam)
- Distribute flyers/hats to teachers mailboxes by 10/24 (Kelley)

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

### **A. Skateland Social - October 15 (Hayley)**

#### ***Information***

- come out and have fun! No volunteers needed!
- Skato will be on campus 10/15 during drop off to help remind families of the event
- 100% of ticket sales goes back to PTO

#### ***Action***

- Distribute flyers to teachers boxes by 10/13 (Hayley)

### **B. Grandparent's Breakfast - October 22 (Laura)**

#### ***Information***

- Update from Laura
- Volunteers needed:
  - 10/21 3:00-4:00pm: 5 set up/decor
  - 10/22 6:30-8:15am: 4 set up 3 door greeters, 4 shark store, 4 food table greeters, 2 photo booth

#### ***Action***

- Copy and send flyers home by 10/13 (Laura)

### **C. Fall Spectacular - November 19 (Abby)**

#### ***Information***

- Update from Abby
- Need members for the planning committee
- PTO Board Members will need to work at least one 1 hour shift for this event

#### ***Action***

- Create parent planning committee, set a meeting (Abby)
- Submit facilities request to Norma (Abby/Sam)
- Send flyers home by 11/1 (Abby)

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

***Information***

- Rent 2 mini golf courses for 3 hours, time TBD 4-7?, 5-8?
- We charge per person ahead of time and check in/sell tickets at the door
  - standard admission is \$10.99 12+, \$9.99 4-12, 3 and under free
  - need 87 at \$5 a piece to make a profit
- 148 people per hour for 3 hours - total of 444 people can attend
- \$433.20 total, \$100 deposit due October 15th

***Action***

- Vote on time of event
- Vote on price per person/per family
- Vote to approve upfront cost of \$433.20 with \$100 paid immediately

**E. Fundraising Chair update (Laura)**

***Information***

- Presentation of fundraising events and opportunities for Q2
- Events allowed before and after school, if optional - outdoor encouraged

***Action***

- Select dates and planning committees for events as needed.

**F. District Office PTO Training Session - October 18th 10am**

***Information***

- Mandatory training for board members
- Approximately 60-90 minutes

***Action***

- Please add to calendars and plan to attend

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

**VIII. Adjourn Meeting - Next meeting November 9, 2021 at 5:30pm location LRC**