

September Board Meeting

9/13/2024 / 3:00 PM / Spark Park

ATTENDEES

Sally Doleski, Josephine Balgos Le, Courtney Jennaro, Lauren Schmied, Andrew Munoz, Maria Payne, Stephanie Ceviker, Stephanie Neilson, and Catherine Powers-James

AGENDA

1. Treasurer's Report & Budget (Lauren)
 - a. Reviewed - -- budget changed (e.g., reflects the goals, new line item, earmark donation to Ms. Murphy)
 - b. Annual giving has officially started
 - c. Birthday signs have sold today about the point they were for all of last year
 - d. \$1600+ in sweatshirts, working with vendor on price due to unexpected increase
 - e. Socials
 - i. Several people have signed up (ten attendees thus far)
 - ii. Halloween social?
 - iii. Dumpling Party?
2. Room Guardian Confirmations (Stephanie and Stephanie) – every class covered except Ms. Griffin, which will be done ASAP
3. Additional General PTO Meetings? (Sally) – After “Lemonade with Lavergne”
4. Parent-Child Safety Plan (Sally) – Will review and discuss at next meeting
5. Fall Fest (Courtney) – sign up genius ready, but not sent out yet.
 - a. High school and middle school volunteers (e.g., St. Thomas, Lamar, Heights, Hogg, Hamilton, Lanier, St. Teresa, St. Agnes, Jesuit)
 - b. Vendors – 12 vendors (goal is 20), family discount is available, PS will have another post to encourage participation

- c. Birthday Party Option (with a room and wristband) - \$300 for 10 kids, 15 kids \$450 (no limits for food or decorations, must set up 20 minutes before and allowed 20 minutes after for clean-up), two rooms available
 - d. Grade donations (cakewalk/hospitality) – start on 9/30 (PS post) and must be received by 10/18.
 - i. Pre-K – cake/cookie/cupcakes
 - ii. Kindergarten – cake/cookies/cupcakes
 - iii. 1st – cake/cookies/cupcakes
 - iv. 2nd – chips
 - v. 3rd – sweet snack (e.g., cookies or granola bar)
 - vi. 4th - 5th - water
 - e. Review prize levels and stamp card
 - i. One stamp from a vendor, Courtney has the details
 - f. Police will be in attendance
 - g. Housekeeping has been set up
 - h. District approval? – pending
 - i. Signs – Sally will order
 - j. Thursday October 17th – we will sell wristbands in the car line
 - k. Monday October 14th – stickers on kids to remind guardians of fall fest
 - l. Another PS post about wristbands
6. “The Party” (Maria) –
- a. Theme TBD
 - b. Evening of December 6th
 - c. Max 100 people
 - d. Need to rent high top tables
 - e. We can provide our own food vendor, bartenders,
 - f. Auction items (e.g., Renee, experiences, basket themes)
 - g. Musician?
 - h. Sketch artist?
 - i. Need dimensions of space

- j. \$120 per ticket or \$200 for two people –
 - i. Start to promote on 10/20,
 - ii. Go on sale November 4th
 - iii. November 23rd price will increase to \$150 per ticket
- 7. Sponsor Logos (corporate giving) – Sally is working on to underwrite
- 8. Upcoming Dates:
 - a. IT Professional Day (9/17) – blast out for media teacher
 - b. PTO Cart - 5th Grade (9/20) – blast for donations
 - c. School Custodian Appreciation Day (10/2) – social media blast
 - d. Hispanic Heritage Month October
 - e. Spirit Night @ Panera Bread Oct 9, 2024
 - f. Parade on Oct 11, 2024
 - g. Halloween pic date? (Josephine?) – October 31st in morning (send our post the week before)
 - h. Scout House Clean Out - October 12th
 - i. Fall Festival Oct 19, 2024 (start set up October 18th)
 - j. Red Ribbon Week?
 - k. Monster Math Oct 29, 2024
 - l. Guardian lunches? - 11/11 and 11/12 and a second one in Spring

ACTION ITEMS

NEXT BOARD MEETING

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