Staton Elementary PTO

Board Meeting Minutes

**PTO Board Meeting – February 8th, 2019**

*Meeting called to order at 8:37am by Shannan Ohlson*

**Members and attendees present:**

Leigh-Anne Mateyka, President

Shannan Ohlson, VP/Yearbook

Suzie Minetree, Secretary

Anne Tanaka, Membership & Parliamentarian

Yari Kartzmark, Treasurer

Kristina Havill, Pop and Hop

Glenda Ninkovich

Amanda Marcuccio, Donuts for Dad

Gina Retke, Pioneer Nights

Martha Morris

Emily Nelson, Hospitality

Riki Holpuch, Muffins for Moms

Amanda Galindo

Jolene DiMarie, Hop N Pop

*Business*

**Leigh-Anne Mateyka – President’s Report**

* Vote to approve minutes from the December 14th, 2018 meeting. Kristina Havill made a motion to approve the minutes for the January meeting as submitted; motion was seconded by Shannan Ohlson, motion passed, and minutes were approved.
* The vote for President, Vice President, Secretary, Treasurer, and Parliamentarian will be coming up in April. If you are interested or would like to nominate someone for one of these positions please let Leigh-Anne know. The positions are one-year positions, but can be held a maximum of two years. In addition, if you are interested in being chair of an event for next year or no longer want to chair an event those positions need to be filled before the start of the new school year. There are also simpler jobs available like making flyers or co-chairing, and being in charge of a portion of an event.
* Thank you to all volunteers for Donuts for Dads! Since there were leftover donuts this year it was suggested we offer fruit (i.e. bananas, cuties, applesauce packets, etc.) next year along with a donut.
* Spring Event: Please let Gina Retke or Leigh-Anne know if anyone would like to volunteer to be in charge of activities, food truck, silent auction or baskets. Help is always welcome.
* Jason’s Deli would like to do business with Staton and can be available for events such as a Pioneer Night during back to school week. They can also cater events held at the school or donate pallets of water for the Fun Run.

**Shannon Ohlson – Vice President**

* Apex was a success! Thank you to all the volunteers who helped make it possible. Due to online pledges, the final count only takes one week to complete. The total collected was $64,473.05. Staton receives 52% of the funds collected giving us $33,525.99. The teachers who had the largest overall donations per grade level will be receiving a $200 visa gift card for their classrooms on top of the 10% each teacher gets for the pledges collected by the class.
* Ms. Moffett and the specialists were approached about taking over part of the Fun Run, turning it into a school run event. This would allow us to keep a larger percentage of the proceeds. This will be discussed further.
* Yearbook is on track and the book is coming together nicely.

**Emily Nelson – Hospitality**

* A sign up was passed around for a Valentines Breakfast for the teachers. Instead of using money from the budget, volunteers are being asked to donate items for a yogurt parfait breakfast.
* Teacher Appreciation Week is coming up May 6th- 10th. The theme is “Cruise around the World”. Each day will be a different theme from a list of countries.

**Yari Kartzmark – Treasurer**

The current budget does not reflect all of Apex. Also, under the Hospitality Budget the birthday recognition is slightly over from the year prior. STEAM does not actually have a surplus of 2k, it will even out before the end of the school year.

**Laurie – Math Night**

We are excited to announce Math Night, which will be held February 13th. Ms. Tomlinson will be sending out a volunteer sign up for anyone interested in manning a math game. This year Jason’s Deli will be available for purchase during the event. They will provide box sandwich meals or bread bowls for $5 each. The school will receive 20% of the proceeds. Parents can pay with either cash or card for the meals.

**Kristina Havill – Hop N Pop**

At the end of February, kids can bring in a new or gently used book to donate to “Spread the Word Nevada”; the books go to underprivileged kids. Each book donated by a student will get to participate in the Hop N Pop where they each get a popsicle. The theme this year is superheroes. The current budget for Hop N Pop is $200. Normally that amount covers the cost of the popsicles and leaves little for decorations. An online signup for volunteers for the event will be sent out soon.

The event will take place Wednesday 27th for Pre-K – 2nd and Thursday 28th for 3rd – 5th. Volunteers are asked to show up around 1:45 to help set everything up and stay until afterschool to help clean up.

**Anne Tanaka & Gina Retke – Baskets and Silent Auction (Spring Event)**

The Spring Event will be held April 5th.

1. Theme ideas needed: game night and pampered parents are currently popular themes. If you have any ideas for the Spring Event baskets please contact Anne Tanaka or Gina Retke.
2. Cost of ticket price being raised from $1 to $2 was discussed.
3. Items donated this year will have a disclaimer that they will be used either as a silent auction item or combined with other donations in a basket for the raffle.
4. There is a letter available from the school that can be given to businesses/companies asking for silent auction donations. The earlier we start gathering donations the better.
5. Room mom’s will be sending out a request for either items or cash donations along with the theme for that particular class.
6. It was suggested that after the Spring Event the class that earned the most from their basket was recognized.

**Gina Retke – Art**

During the STEAM Fair student’s art will be displayed. Volunteers are needed to help the kids finish their art projects so they are ready in time for the fair. Furthermore, volunteers will be asked to help hang the art around the school on the 20th of February.

*Meeting adjourned at 9:47am*