Staton Elementary PTO

Board Meeting Minutes

**PTO Board Meeting – December 14th, 2018**

*Meeting called to order at 8:40am by Leigh-Anne Mateyka*

**Members and attendees present:**

Leigh-Anne Mateyka, President

Shannan Ohlson, VP

Suzie Minetree, Secretary

Anne Tanaka, Membership & Parliamentarian

Yari Kartzmark, Treasurer

Kristina Havill, Pop and Hop & Yearbook

Jolene DiMaria, Pop and Hop & Teachers Lunch

Lisa McKenna, 1st Grade Rep.

Cristina Adams

Lindsey Crafton

Glenda Ninkovich

Amanda Marcuccio

Stacey Dutot

Sheila Nikiforova

Business

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

* Vote to approve minutes from November 9th, 2018 meeting. Shannan Ohlson made a motion to approve the minutes for the November meeting as submitted; motion was seconded by Yari Kartzmark, motion passed, and minutes were approved.
* Badges need to be renewed by January 8th, 2019. There has been emails send out with a link that can also be accessed on the school website. There is a short video volunteers must watch. After viewing the video, you need to see Julie in the office to sign that you watched the video and receive a sticker that updates the expiration date on your volunteer badge. If your badge does not expire until after January 8th, 2019 no action is needed.
* Clark County School District has sent out a “Voice Your Opinion” survey to all parents who have students in the district. The survey began October 29, 2018 and will end December 21, 2018. You can use your child’s student number once per survey. We are asking that all parents take the survey, the total percentage of surveys taken, as well as the content, reflects on our school.
* Holiday Store – Thank you to all the volunteers, without you the Holiday Store would not be as successful as it is! The current running total for the store is around $10k. The store was budgeted around 4K to buy supplies. We have one final day of sales.
* T-Shirts – We have a few shirts remaining from this year. Once they are sold, we will not be reordering them. Mostly adult sizes are left. In the New Year Leigh-Anne will be meeting with those interested in designing a new shirt for the following school year 2019-2020. We are still looking for a reliable/cost efficient T-Shirt company to work with.

UPCOMING EVENTS

*Reminder: Make sure to get all flyers approved by Lindsey.*

* Parents Night Out – Tonight! Teachers are being asked to submit photos of the event for yearbook.
* Teachers Luncheon – December 19th see Emily’s update below.
* Winter Break December 21st – January 6th. Enjoy family time!
* Upcoming PTO Meeting will be January 11th, 2019. Hope to see you all there in the New Year.
* Donuts for Dads – January 18th see Amanda’s update below.
* MLK Day/Discovery Museum Day – January 21st, 2019 Leigh-Anne is taking the lead on this.
* APEX Kick Off – January 22nd
* SOT Meeting – January 23rd
* APEX Fun Run – January 31st

**Stephanie – Barnes and Noble Night**

Thank you to all the volunteers who make this night a success! Our end of the night total was $11,124.75 + $105 in tips. This does not include online sales, which are still being calculated. We earned 20% of our sales which is $ currently.

Next year Barnes and Noble is making changes to their contract regarding percentages schools get back, as well as how school are allowed to approach shoppers.

* Currently: **10%** < $2,000 … **15%** $2,000 - $10,000 … **20%** > $10,000
* Changing to: **0%** < $1,500 … **5%** $1,500-$5,000 … **8%** $5,000 - $10,000 … **10%** $10,000 – $125,000

The most we can get back next year is 10% of total sales.

Next year we will need someone to take over and run the event, if you are interested or know someone who would be good for the job please contact Leigh-Anne.

**Emily – Hospitality: Teacher Lunch**

The Teacher Lunch will be Wednesday December 16th, 2018. Currently there are ten soups and twelve desserts signed up. For those of you, who signed up, remember to bring your desserts/cookies Wednesday morning during drop off. Hospitality will be on campus for the day to man the soups and desserts.

**Shannan Ohlson – Vice President**

* Social – We had a wonderful Holiday Party and yoga session at Yin Yoga. Thank you to all those who participated. For January, the theme is New Year’s Resolutions. There is going to be a cooking class January 18th from 10am – 12pm, hosted by Lisa Cheplak, the cost will be $25. An email sign up will go around, if you are interested please sign up as there are only 12 seats available.
* Friday February 1st, 2019 the PTO will be going to Three Square. We are open to other suggestions for another social event in February.
* Yearbook – The first deadline for yearbook is here, the cover was selected and waiting on Lindsey’s approval to go into submission. In January, we will start piecing together pages.
	+ Side note for next year. Try to arrange ahead of time, teacher to take pictures for Parents Night Out.
* If you have, any pictures from an event either upload them to the Staton PTO google drive, permission from yearbook committee is needed to do this; or submit them through email at statonptoyearbook@gmail.com

**Yari Kartzmark – Budget**

The current budget was passed out and reflects the PTO funds as of November 30th. The only item not up to date as of today is the sales from the Holiday Store. If you have any questions regarding the budget, please talk to Yari.

**Amanda M – Donuts for Dads**

Donuts for Dads will take place January 18th, 2019. A signup was passed around for volunteers. One hundred dozen donuts will be purchased from Pink Box Donuts, drinks will be provided as well. A ticket idea was suggested to limit one donut per person. Seating will be outside in the undercover areas as well as inside, where a photo booth will be set up as well. Mr. Penny is the sudo-dad to all the kids whose dad/father figure can’t make it to the event. He has a table set up that anyone can join.

*Meeting ended @ 9:34am*