

Center Valley Elementary

PTO Meeting Minutes

April 1, 2019

Meeting was called to order at 4:00 by Co-President, Kayleigh Whisler.

President – Kayleigh Whisler introduced herself, called the meeting to order and asked Mrs. Chandler for the Principal's Report.

Principal – Mrs. Chandler reminded parents to pay attention to the events calendar. She told the meeting attendees that April and May will be very busy, and we all need to stay focused to ensure a strong finish to the school year.

Board Reports:

Kayleigh asked for the board reports according to the agenda.

Secretary – Vicki Pool reported the March meeting minutes have been posted to the CVE Website/Documents/PTO Forms and Minutes/PTO Meetings Minutes 2018-2019.

Amberlee made a motion to accept the Secretary report. Melanie seconded, and motion passed.

Treasurer – Melanie McCrotty reported we profited \$4,178.67 from Bingo night. March expenditures were mainly teacher funds as they have until the 15th of April to spend their allotted budget. We also paid for the renewal of the PO box. Incoming funds received were \$100 from the Cougar Carnival snow-cone vendor.

Ashley Jones made a motion to accept the treasurer report. Lindsey Seelye seconded, and motion passed.

Fundraising - Kayleigh reported that Chick-Fil-A night is scheduled for April 11th from 5-7. Lindsey Seelye stated we will need volunteers to work the event. She circulated a sign-up sheet and will also post volunteer opportunities on-line.

Smencils will be sold in May for the fundraiser. They will be sold for \$1 each.

Hospitality – Ginger Cloud asked for suggestions on the PTO plans for Teacher Appreciation Week. Last year we provided Pasta Grill and then did a little special something for teachers each day. She stated the theme was Fiesta and asked for suggestions on lunch. The consensus was to build on the theme with a Nacho Bar and "We are Nacho Average Teachers". Mrs. Bass suggested we send out a letter to students asking for contributions to help fund Teacher Appreciation Week. The hospitality budget is currently \$585 and hopefully we will receive contributions from students/parents to enhance Teacher Appreciation Week. During open discussion, Mrs. Bass suggested breakfast and lunch options. Ashley Jones suggested donuts along with breakfast another day. As the Hospitality Director, Ginger requested Mrs. Bass to send her a list of suggestions and she will work with the budget and sign-up genius to get it done.

Room Parent Coordinator – No reports/updates were provided.

Yearbook – Jennifer Van Wie provided an update that the yearbook has been completed and turned in for printing.

Teacher Report – No reports/updates were provided.

Parliamentarian – No reports/updates were provided.

CVE T-Shirts – no reports/updates were provided.

Old Business:

Kayleigh reported the “Thank You” cards for Bingo donations have been written and distributed. She wanted to express her thanks to all those that volunteered to help with the notes.

Kayleigh reported the Executive Board will meet in April to approve the 2019-2020 budget which will be presented during the May meeting.

Melanie reported on the Color Printer options. We currently use Wright and they provided a quote of \$1,095 + tax and ink. Black ink is \$107 and color ink is \$159. An informational handout was provided to meeting attendees. The initial ink supply will be covered by the school and she suggested the PTO add a budget line item to pay for the second set of ink. Kayleigh Whisler made a motion to purchase the color printer and allocate funds for ink. Jewel Jones seconded, and motion passed.

New Business:

Chick-Fil-A spirit night (see Fundraising section)

Teacher Appreciation Week (see Hospitality section)

Smencils (see Fundraising section)

Due to scheduling conflicts, Kayleigh stated we had to move May’s PTO meeting to April 29th. We will host the Volunteer Appreciation lunch this day.

Mrs. Bass reminded everyone to get their cruiser club miles in this month.

PTO Officer Nominations:

Please see attached PTO officer nomination list for the 2019-2020 school year. Ashley Jones asked for a vote on nominations, Melanie McCrotty seconded. All attendees voted and the list was approved.

Kayleigh wanted to remind the PTO Board to review the role and responsibilities documents. Those on the PTO Board are fully responsible for your position.

Important Dates/Information:

Important dates were included in the meeting package.

The PTO has a Facebook page along with a new E-mail address. For correspondence, please use the new E-Mail address. It is centervalleypto@gmail.com

Melanie McCrotty motioned to adjourn the meeting at 4:16 and Amberlee Wesselhoft seconded.