

# Center Valley Elementary

## PTO Meeting Minutes

### April 29, 2019

Meeting was called to order at 12:01 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 attendees that we have a lot of things planned for the last 4 weeks of school. She encouraged everyone to volunteer to help with field day activities. If interested, she suggested parents check with Mrs. Bass for opportunities.

Vicki Pool and Kayleigh Whisler suggested we stress the importance of students bringing a towel and change of clothes to field day. They mentioned last year's kindergarten class was not prepared. Mrs. Chandler will ensure we include a message to parents regarding field day...you will get wet!

#### **Board Reports:**

Kayleigh asked for the board reports according to the agenda.

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

Jewel Jones made a motion to accept the Secretary report. Amberlee Wesselhoft seconded, and motion passed.

**Treasurer** – Melanie McCrotty reported we had a \$500 donation for snow-cones on field day. This should pay for all students and faculty to have a treat. We made \$470 from the online t-shirt orders. Spirit night at Chick-Fil-A night yielded \$659.87. We also received \$615 in donations for teacher appreciation week. Incoming money for April included 1<sup>st</sup> and 3<sup>rd</sup> grade field trip fees. We paid for Smencils sold during the fundraiser, field trips, teacher appreciation week expenses and color printer. The other expenditures for the month were for individual teacher spending as the deadline was April 15<sup>th</sup>.

Amberlee Wesselhoft made a motion to accept the treasurer report. Ashley Wilhite seconded, and motion passed.

**Fundraising** – Lindsey Seelye reported that Chick-Fil-A night was a big success and it was very busy. We made \$659.87 which is comparable to last year. Amberlee reported the play area was a little too rowdy and may need more supervision next year.

Smencils are now on sale! Mrs. Chandler reported the Smencils are a big hit and students were excited this morning. They will be sold for \$1 each.

**Hospitality** – Ginger reported on Teacher Appreciation week activities:

Monday – Donuts  
Tuesday – Taco Villa taco salad (taco about amazing teachers)  
Wednesday – T-shirts  
Thursday – Nacho Bar (Nacho Average Teacher)  
Friday – Treat Trolley

The teacher t-shirt expense was \$491 and decorations were \$92...still have over \$600 to finish out the week's events. Kayleigh and Ginger will do an inventory and see what we need to purchase for the treat trolley.

**Room Parent Coordinator** – No reports/updates were provided.

**Yearbook** – Melanie reported yearbooks have arrived and are very nice. They will be sent home with students in the upcoming week.

**Teacher Report** – No reports/updates were provided.

**Parliamentarian** – No reports/updates were provided.

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

## **Old Business:**

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

Teacher/Nurse Appreciation Week (see Hospitality section)

Smencils (see Fundraising section)

The 2019-2020 Budget was presented by Melanie McCrotty. The changes to the budget are outlined below:

- Accountant fee was lowered by \$75
- Makerspace – lowered by \$150
- Cougar Bucks – lowered by \$150
- \$375 was added to the printer budget line item.

Amberlee Wesselhoft made a motion to accept the 2019-2020 budget. Lindsey Seelye seconded, and motion passed.

## **New Business:**

PTO meetings dates were reviewed and included in the package. Several important activity dates were also presented (Cougar Carnival, Cougar Christmas and Bingo Night).

As discussed in the treasurer's report, we received a \$500 donation to provide students and faculty with a snow cone. Melanie suggested the PTO allocate funds to provide snow cones to the volunteers as well.

Amberlee Wesselhoft made a motion to approve this expense. Kayla Lee seconded, and motion passed.

Mrs. Chandler mentioned the landscape budget. The District provided a \$5k budget for landscaping and we have currently spent \$4k on the main entrance landscaping design. She suggested we make enhancements to the entrance into the cafeteria area. The expense for this area should be comparable to the main entrance and should cost between \$4k-\$5k. Mrs. Chandler petitioned the PTO to fund landscaping this area to enhance the

front of the building. In addition to landscaping, she would like to purchase 2 benches with the CVE name. They are approximately \$700 each. Melanie reported we have \$18k left in the bank account and our budget is \$13k, so we have enough funds left pay for the landscaping project.

Jewel Jones motioned to approve the funds for the landscaping project. Lindsey Seelye seconded, and motion passed.

Mrs. Chandler mentioned the enhancement committee will be working this summer to enhance the school. We have several dates scheduled to help with paint projects at the school. The information will be posted on the PTO site.

Kayleigh reported the PTO Facebook page will get cleaned up over the summer. New members must pay their PTO dues to be a part of this page. This is a change for the upcoming school year.

### **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](mailto:centervalleypto@gmail.com)

Kayleigh Whisler motioned to adjourn the meeting at 12:35 and Vicki Pool seconded.