

**C.C. MENELEY ELEMENTARY SCHOOL**

**PARENT TEACHER ORGANIZATION (PTO) MEETING MINUTES**

**Tuesday, November 7, 2017**

The meeting was called to order at 3:29 PM by Kelly McCue

**Reading/Approval of Minutes-** Kelly McCue made a motion and Louis Martinez seconded the motion to approve the October minutes. All board members were in favor.

**Budget Report-** Trich Michitarian reported

- Accelerated Reading sub account was eliminated
- Science sub account was changed to STEAM and increased from \$500 to \$1,000
- Teacher appreciate increased from \$800 to \$900
- Classroom Teacher allocations \$200 to each teacher plus 15%
- Field Trips increased from \$4,300 to \$4,500
- Family Engagement added as a sub account with \$500 amount to be used for dances, FFT, and any other family engagement events.

**Principal Report-** Becky Rugger was absent, Kelly McCue reported:

- Maddy McDuffee introduced herself to the PTO and what she is doing at our school.

**New Business-**

- Mary Stoll talked about the art show. She is asking the PTO for the prizes at the end of the night. She is also asking for volunteers to help sell pizza and for the PTO to purchase the pizza. Trich Michitarian proposed to give Mary Stoll up to \$200 to purchase prizes for the PTO. Kelly McCue seconded the motion. Trich will order pizzas for the Art Show. We need 6 volunteers (2 shifts, 3 volunteers each). The Art Show goes from 5:00-6:30 and we will sell pizza from 5:00-6:00. Trich will also get water from Costco to sell.
- The PBIS team would like to put up the matrix for playground up on the wall outside above the water fountain. Sascha has contacted the sign company to do this (metal one and vinyl one). Kelly McCue made a motion to purchase the signs, up to \$300, and Trich Michitarian seconded the motion.
- Kelly McCue wants to thank the PTO for the \$3,000 worth of books that finally were purchased this year and all of the books are on the shelf. The average age of publication was in the 80's and now it is 1997. The average age of the fiction section is in the 2000's. Kelly is asking if the Box Tops fund can go straight to the library instead of just going into the general fund. Trich mentioned giving all of the Painless Fundraiser money to the library. Louis Martinez made the motion to give all of the Painless Fundraiser money to the library and Katie Emm seconded the motion.
- Kelly McCue is asking for more volunteers for the Gobble Wobble for Mr. R.
- Megan Gray mentioned that first grade has two field trips that the PTO funds. One is a community service trip to the senior center to sing Christmas Carols and the other one is to The Discovery Museum. The PTO has paid in the past for the transportation, but we just wanted to mention it.

- We sold about \$12,000 for the wrapping paper fundraiser, so we should get back about \$6,000. All of the orders will be delivered Thursday, November 30<sup>th</sup> and Kelly needs a couple volunteers.
- Kelly went to PWL to look at their TV program that we approved last meeting. The system PWL uses is \$99 a year, but it doesn't allow videos to play, so we are looking into a Smart TV for the video component. Kelly is going to look into more options as well.

### **Committee/Chair Reports-**

**Assemblies –** Nothing to report

### **Painless Fundraisers –**

- We get paid for Box Tops twice a year. Our November check is coming soon.
- Amazon Smile can be a painless fundraiser for parents/teachers who shop on Amazon. The website is smile.amazon.com and the school can get a portion back from Amazon purchases.

**Adjournment-** Kelly McCue adjourned the meeting at 4:16 pm.

**Next Meeting-** December 5, 2017- this is our last Tuesday meeting

**PTO Board Officers:** **President-** Sascha Wagner, **Vice President-** Kelly McCue, **Treasurer-**Trich Michitarian, **Secretary:** Megan Gray

**PTO Board Members:** Grade Level Representatives: -K- Corrine Edwards 1- Erin VanderMay 2- Amy Sheridan 3- Vykky Pendola 4- Louie Martinez 5- ?????; And, Staff Representative- Katie Emm Principal- Becky Rigger

**PTO Committee Chairpersons:** Walk-A-Thon: Sascha Wagner, T-Shirts-Lisa Voss; Painless Fundraisers: Kelly McCue; Assemblies: Sascha Wagner

**Snacks next month will be provided by:** Niccole Wellington