

ER PTO 5/10/23

Principal Mrs VanHousen

- Meeting with 5th grade going into 6th, half zoom, half here
 - expectations for the next year
- 12 days left of school
- Book Fair
 - Going on now
 - Fundraiser on Friday
 - Showing Homeward Bound
 - Get admission for a purchase at Book Fair
- Minimum Day this Friday 5/12
- Graduation ceremonies Friday 5/26 in the Quad
 - Unlimited guests this year
 - 6th Grade Promotion at 9am
 - Kinderblast at 11am
 - Principal VanHousen find out who is doing Kinderblast this year
 - Do teachers have parents enlisted?
 - Need rod and curtain for ceremony
- Volleyball team play staff this Friday 5/12

Treasurer Lindsey

- Two budgets passed out: this year 22/23 and next year 23/24
- Need changes to this years 23/24 budget
 - Art docent program needs more money
 - Had to change what doing for gallery night
 - Gallery Night usually at Open House
 - Use tables covered in fabric to display art
 - This year Gallery nit at Spring Fling/Open House
 - Had to buy black butcher paper, labels, etc.
 - Lindsey recommend Art Docent budget line increased from \$1000 to \$2000
 - Motion made by Holly
 - Second by Raj
 - Pass unanimous
 - IRS said we filed taxes late this year
 - Issues with our accountant
 - Back and forth about income and expense
 - Didn't communicate he wanted PTO budget
 - PTO interested in getting a new accountant
 - Gerael has a recommendation
 - Will check to see if they do non-profit taxes
 - PTO has \$1,600 tax filing late fee
 - Fee is for 21-22 tax year, which was filed this school year

- Fiscal year runs from July 1st to Jun 30th
 - PTO files on corporate tax day, 10/15
 - Lindsey is working on getting through to a person, plead our case
 - Lindsey recommend we create budget line item for late fee
 - Motion to make \$2,000 budget line item for tax needs by Adrienne
 - Second by Luis
 - Pass unanimous
- Next year's budget 23-24
 - Art Docent budget line already increased to \$2,000
 - State filing fees renamed tax filing fees
 - Changed amount from \$250 to \$450
 - Rocket Run changes
 - Increased income from \$20,000 to \$25,000
 - Increased expenses from \$12,000 to \$14,000
 - Spirit Rallies removed but funds rolled into Assemblies
 - PTO Gift
 - Usually spend the money the year it is raised
 - Purchased replacement shade sail this year
 - Was planning on purchasing shade for Kinder/TK/Preschool/Special Needs yard
 - Very expensive so don't have the funds for it this year
 - Considering rolling funds over to next year
 - Having a budget carry-over is fine in terms of PTO norms
 - Even if funds applied to following year projects, school improvement benefits community
 - Maintain home prices
 - Next year advertise that saving for specific shade purchase
 - As part of outreach
 - Knowing what it costs allows people to feel involved
 - Promote shade structure as for the school
 - Maintain balance of PTO funds going to current fundraising year and toward infrastructure/school's future
 - Question of money for staff shirts next year
 - Currently not in budget but can be discussed next year
 - Vote to approve next year's budget
 - Motion to approve the 23/24 budget by Karissa
 - Second by Holly
 - Pass unanimous

Membership

- Need more committee members
- Events
 - Membership Drive,
 - Back to School Night

- Have the teachers ask for volunteers and class reps for the next year

Teacher Appreciation

- Events
 - Monday: breakfast burritos
 - Tuesday: Starbucks
 - Specific drink order
 - Only \$165 for everyone
 - Pastries to go with drink
 - Students helped pass out
 - Wednesday: staff lunch
 - Families donated food
 - Thursday: massages
 - Changed classroom to a spa
 - Got 15 minute massages
 - Friday: taco truck
- Want to make sure all staff is appreciated
 - Team effort to run the school
 - Teacher appreciation had some things just for teachers and some things for all staff
 - Should make sure there is appreciation for all staff
 - Plan an event for all work types on campus
 - Starbuck order an easy and inexpensive way to treat for each appreciation day
 - Make sure to announce all appreciation efforts so parents can participate

Spring Fling

- Need to sell tickets
 - After school and Kinder pm drop off
 - All tickets a dollar
- Spring Fling auction donations go to Jennifer
- Need about seven more volunteers
 - The gamery does volunteering
 - Happy to help
 - Kid friendly place
 - Gerael contact them

PTO Election

- General discussion
 - Teacher & Staff Rep decided between teachers next year
 - Still need an auditor
 - Need to fill by tax season
 - Luis or new PTO accountant can act as auditor

- Art Docent have three chairs: Diana, Vicky and Justine
- No contested positions so vote for approval
 - Motion to approve board positions by Lindsey
 - Second by Gerael
 - Approved unanimously

Future Meetings

- PTO board meets in August
- Next PTO meeting is first Wednesday of September