



# CASLV Cadence Parent Teacher Organization

September 18, 2024 | 3:30PM | Location: Mr. Sarazen's Room #201

**Board Members in Attendance:** Kathryn Palmer, President | Emily King, Director of Membership & Volunteers | Mikiah Bentley, Treasurer | Michelle Plante, Director of Fundraising | ShaMeka Martin, Director of Logistics | Robyn Cain (virtually), Director of Communications | Stephanie Villamor (virtually), member and proxy for secretary  
**Number of Attendees:** 6

## PTO PUBLIC MEETING

Time	Item
3:31 pm	<b>Call to Order (Kathryn)</b> – Thanked Mr. Sarazen for use of room and all his support!
3:32 pm	<b>Introductions (Emily)</b> <ul style="list-style-type: none"><li>New Board Member ShaMeka, new Director of Logistics for PTO Board. We're excited to get her involved. She was a Board Buddy, now you'll be seeing her a lot more. We are still looking for a Secretary so if you missed the deadline you can still apply. We hope to have 7 board members.</li></ul> <b>Rules (Kathryn)</b> <ul style="list-style-type: none"><li>We welcome all ideas for PTO meetings, but events are set for the year. Please consider joining the board if you'd like to be more involved in planning.</li><li>We can't speak on admin policies nor would we.</li><li>Please be respectful. We are 100% volunteers.</li><li>If you have any questions or ideas, please email as at <a href="mailto:caslvcadencepto@gmail.com">caslvcadencepto@gmail.com</a></li></ul> <b>Treasury Report (Mikiah)</b> <ul style="list-style-type: none"><li>For the month of August, July's ending balance was \$11,575.80. We had revenues of \$3,545.22. Expenses of \$2,010.14. Uncleared checks of \$5.74 with an incumbered balance of \$12,536.68.</li><li>The treasury report will be attached with more of a breakdown in the August minutes.</li></ul> <b>Business 2024 (Michelle, Kathryn, Mikiah, Michelle, Mikiah, Emily, Kathryn)</b>

- Spirit Shirt presales - Thank you to everyone who already ordered and those who volunteered to help us get them delivered and handed out. If you still want spirit shirt, deadline is Friday.
- Bingo this weekend! It's free and prizes are spectacular. Thousands of dollars' worth of prizes. The first game will be at 4pm, the second game will be at 6pm. Doors will be at 3:30. It will be in the MPR. We still need a couple more volunteers. Please don't try to play both games, we want to make sure prizes are available to everybody.
- Neurodiversity Celebration Week will be next week, a whole week of content for teachers, positive messaging around different kinds of brains, intro to neurodiversity and accommodations for kids who have questions about why some kids get accommodations and some aren't. All parents will have access to that same content through a page on our website that will cover all the videos and parent resources. Want to thank Stephanie who is one of our volunteers this year in helping us put together an even more robust celebration week.
- Panda Express on the 27<sup>th</sup>. National fundraiser, so anyone you know anywhere can order online, use our code. Have to use the app or online, no in person orders. Can pick it up at your local Panda Express. Mr. Sarazen has the app, you should too.
- Candy drive - October 1-October 24 we will be collecting candy. Please bring your candy bag, write the homeroom teacher name or middle and high school write the first period teacher name, elementary school write their teacher's name. Please write it on the bag with a sharpie, don't put a post-it note. They'll be collected in carline. They'll be a bin for depositing the candy and it will be tallied up. We will take online donations on our website, the PTO page. The top class for each grade level will win a free dress pass.
- Truck or Treat will be on October 30. It's a free event with food and games that require tickets. You can pre-purchase tickets Mon-Wed that week to avoid the line. Each group will have their own game or food. Ticket prices will vary from 1 ticket to 10 tickets depending on what's happening at the booth. Ticket sales will be CASH ONLY. There will be a costume contest and trunk decorating contest. There will also be a trunk signup on the website and Facebook. There are limited spots.
- Nov 1-Nov 22 Toy Drive for collecting toys in the former candy bins, benefiting children in foster chair. In carline look for the bins for donations.
- For November we are doing our first campus cleanup from 10am-12pm on Saturday, November 2. We will have snacks available for anyone participating as well as grabber equipment for the kids. It's a great event to show our school some love, clean up and make a good environment and have your kids contribute to that. There will be several campus cleanups throughout the year.

	<ul style="list-style-type: none"> <li>Starting in November-December we will start our sale of winter candy grams. Every December we have online for sale cards with candy canes that we'll pass out the last week of class. Students can give them to each other, or you can send one to your student or your student can send one to the whole class. Sales will begin November 23. The delivery for those will be December 18. With any deliveries we give them to the teachers on that date and if there is a delay sometimes teachers can't pass items out until the next day. But our aim is December 18.</li> <li>Rounding out 2024 is a Staff Appreciation lunch for all staff. We will need lots of hands for that since we serve the teachers and staff on campus.</li> </ul> <p><b>Business 2025 (Kathryn)</b></p> <ul style="list-style-type: none"> <li>We'll have a January Silver Knights fundraiser. Those tickets are already on sale. You can buy Silver Knights tickets on our website.</li> <li>Another campus cleanup in January.</li> <li>February an elementary school dance.</li> <li>PTO Rummage Sale on February 22.</li> <li>Campus Cleanup in April.</li> <li>Ice skating event April 12.</li> <li>Teacher and Staff Appreciation Week May 5-9.</li> <li>Date for Field Day sooner rather than later.</li> <li>We have some events that don't have dates yet.</li> <li>Another school dance.</li> <li>A separate high school dance this year. We're working with Student Council to get those details filled out.</li> <li>Next public meeting October 17 at 5pm streaming only.</li> </ul>
3:47 pm	<p><b>Questions (Kathryn)</b></p> <p>Question about ticket prices for Trunk or Treat. Kathryn and Emily said the tickets are \$1 each and will be sold in packs of 10. The Truck or Treat will have a price list and you can sign up for trunks on the PTO website or Facebook page.</p>
3:45 pm	<p><b>Next Meeting (Kathryn)</b></p> <p>Will be on Facebook Live only (not in person) on October 17 at 5pm due to low attendance in person at this time.</p>
3:49 pm	<p><b>Adjourn (Kathryn)</b></p>

Minute Notes scribed by Stephanie Villamor on September 18, 2024

Updated September 19, 2024



## August Treasurer's Report



### August 2024 Treasurer's Report

July Ending Balance:	\$11,575.80
August Revenues:	\$3,545.22
August Expenses:	\$2,010.14
August Closing Balance:	\$13,110.88
Uncleared Checks:	\$574.20
August Encumbered Balance:	\$12,536.68

Events:	Revenue	Costs	Net
<u>Boohoo Breakfast</u>	-	\$62.87	-\$62.87
Total Events Revenue			-\$62.87

Other Revenue:			
Spirit Shirts	\$2,840.00	-\$1,646.77	\$1,193.23
Eagles Merchandise	\$346.00	-	\$346.00
<u>PTO Merchandise</u>	<u>\$60.00</u>	<u>-</u>	<u>\$60.00</u>
Other Revenue Total			\$1,599.23

Merchant fees	-\$125.76
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Expenses:	
<u>General Expense</u>	<u>-\$300.50</u>
Total Expenses	\$300.50

Donations/Requests:	
donation	\$15.00