



**Shahala PTO
Meeting Notes
November 18th, 2019**

Attendees: Melissa Webb, Sharma Johnson, Raina Fellows, Tracy Tai, Marisa Salsig, Cara Wood, Elyse Iyer, Jen Pedrazas, Paul Warner, Gregg Brown, Kelly Griffin

Approval of Minutes

- The minutes from the October meeting were submitted for approval. Tracy motioned to approve the minutes and Cara seconded that motion. All approved, motion passed.

President's Report

- Fundraising chair position is still open. This position is responsible for coordinating 10 and Done, restaurant fundraisers, and the food vendors during auction. During the meeting, Kacy offered to run \$10 and Done with help from Raina, Melissa, and other board members as needed. The other aspects of this chair position are still open.

Treasurer's Report

- As of 11/14/19, the balance is \$18,306.71
- Notable changes since last meeting:
 - \$19.81 from Amazon Smile.
 - \$675 was collected from Spirit Wear. No invoice from vendor yet.
 - \$1967.02 has been reimbursed to teachers for Fall grants so far.
 - \$312.94 has been paid for the PBIS store.
 - \$271.31 was spent on concessions for the Fall Festival. Net from that event was \$281.69.
 - The line item for Fred Meyer/Amazon rewards was modified to reflect correct amounts. In previous budgets, the amount was misplaced in Box Tops income.

Principal's Report

- 11/22 is the end of the trimester and an early release day.
- The chrome book cart model that Shahala was going to pilot for the district has been tabled for the time being.
- The message to the community regarding information about the 6 period bell schedule for the 2020/2021 school year will be released by the district to ensure that everyone receives the same information at the same time.
- The Giving Tree is now up in the office with tags ready to go. There is also a TTSU sheet for people to sign up for food donations to help support Shahala families during the Thanksgiving break.
- Props to Paul Warner for his hard work on the Eagle News videos. The video production is outstanding and very much appreciated by students, staff, and families. We are lucky to have the best guybrarian in the whole entire world.
- Raina had a question for Mr. Brown: are students allowed to put stickers on their chrome books? The answer is, it is not against the rules, but is highly discouraged. However, students will not be fined if they do put stickers on their chrome books. As an alternative, students are encouraged to personalize their lock screen to help identify it.

Committee Updates

- Grants – 17 applications were received for Fall grants. 15 applications were approved or partially approved and one was denied. One was moved to Projects (see under Miscellaneous). Fall grants have a line item of \$4,000 and of that, \$3,960.63 was awarded. Spring grant date has not been set but will be sometime in March.
- Fundraising – as noted prior, Kacy will take over 10 and Done. The board is still looking to fill this position for the other responsibilities of this chair position.
 - The restaurant fundraisers have been largely unsuccessful. There was a suggestion that we hold them in conjunction with a specific group or activity, i.e., choir or cheer. (Side note, after the meeting, Melissa set up restaurant fundraisers with MOD Pizza for Book Fair Holiday Family night as well as the early release Wednesdays, December through May.)
- Volunteer Coordinator – Raina reported that TTSU can be paid with direct pay from the checking account for the yearly fee.
 - TTSU link for Thanksgiving food boxes sent to PTO, teachers, and posted to Facebook.
 - Student Store has all of the dates set through the end of the year. Most of the volunteer slots have already been filled.
 - Book Fair volunteers are looking good. Still have a few more spots to fill, specifically during Family Night.
 - The Fall play had a lot of volunteer help.
- Auction – Kristin and Raina will be getting together to get the donation spreadsheet updated and ready to distribute out to board members. The auction date is set for 5/13.
- Concessions – The Fall play made \$167.14 after expenses for the two nights. Wrestling made only \$12 so Jen will probably not do the wrestling matches again. Tropical Snow was also at the wrestling match so they will be getting a check to the PTO soon.
- Book Fair – Winter Holiday Book Fair is scheduled to arrive 12/4. Set up and Teacher Preview will happen 12/5. Fair will be open on 12/6 for lunches only that day. Family Night will be on Thursday, 12/12.
- Staff Appreciation – Marisa will be putting treats in staff boxes this month.
- Spirit Wear – Kacy will be taking over Spirit Wear. Thank you Kacy for taking this on! Orders have been placed and are expected to be delivered before Thanksgiving Break.

Miscellaneous

- Deb Wheldon, music teacher at Shahala, came to the meeting to discuss a grant proposal she submitted. She was interested in replacing a 20 year old sound system with new equipment that includes a mixer board, 2 twelve inch speakers, 8 mics, and 6 new stands for a total of \$2,084. She also received a second quote but it was not as good as this quote. The Grant committee did not have enough money to approve this request but it was suggested that the purchase be moved to the Projects line item. The board can vote to approve this purchase from the Projects line item. The Projects line item is \$3,000. Marisa motioned to approve the purchase of a new sound system including a mixer board, 2 twelve inch speakers, 8 mics, and 6 new stands for a total of \$2,084. Tracy seconded the motion. All vote to approve, no votes oppose. Motion passes. Deb will take a PTO member with a check to the music store in order to take care of payment.

The next meeting is Monday, December 9th at 6:00pm

Respectfully submitted, Kelly Griffin – Secretary