

DATE: 08/31/2022

TIME: 06:30PM

CONFERENCE: Middle School MP

MEETING TITLE: General Meeting



Pinecrest Academy of Nevada Cadence Parent Teacher Organization

BOARD MEMBERS / ATTENDEES PRESENT:

Nate Seltenreich

Veniesha Brooks

Julie Stewart

Amanda Rich

Tiffanie Buehler

Becky Cochran

Lyndsie Summers

Courtney Faught

Genyne Maline

Amarilis Alexander

Shannon Shue

Adriana Tosino

Danielle Romero

Sarah Ko

Sarah Pope

Mariana Zavala

Amanda Tudor

Julie Jensen

1. **Call to Order-** by President Nate Seltenreich at 6:30pm

2. **Welcome / Introductions**

3. **Agenda Items**

a. Membership Recap

i. Staff Membership

1. There are currently 115 PTO staff members.

a. There were 85 total PTO staff members for the 21 - 22 school year.

b. Every PTO staff member should have received a blue jeans information card and sticker. Please reach out to PTO if this is not the case.

ii. Family Membership

1. There are currently 190 family PTO members.

a. There were 214 family PTO memberships for the 21 - 22 school year.

b. PTO families should have received welcome calendar magnets. If not, please reach out to PTO.

b. Committee Interest Form

i. PTO members should have received a welcome email with a link to access the committee interest form. This interest form tells PTO what opportunities members would like to volunteer for (ie: copies, Cougar Store, Harvest, etc.).

1. Previously there was no confirmation receipt sent upon sign up, but that is now changed.

2. The form will be posted to the PTO facebook again.

3. Members can go back through and sign up for additional committees at any time.

c. Book Vending Machine

i. The book vending machine has been approved and purchased; PTO is currently waiting on delivery.

ii. PTO would like every child to be able to pick a book during the school year.

1. Current ideas for redemption:

a. Book vending machine coin that can be purchased through the PTO website and delivered to the child.

- b. Birthday rewards.
 - c. Cougar Coin incentives.
 - i. Amount of cougar coins needed for redemption tbd.
 - d. Please reach out to PTO if there are any additional ideas for book redemption.
- d. Budget
- i. The budgeted income is what PTO is expecting to receive during certain events or for items. Some items will only project budgeted expenses as some events are give back events. The funding for the budget comes from membership or donations and is given right back to the school.
 - ii. Proposed budget for the 22 - 23 school year
 - 1. Income
 - a. Budgeted income for donations: \$200
 - i. This budget has already been exceeded.
 - b. Membership dues: \$750
 - c. Teacher dues: \$100
 - d. Amazon Smile: \$250
 - i. Pinecrest Cadence PTO is a registered charity with Amazon Smile. A portion of any purchases made through Amazon Smile with PTO as the preferred charity will be given to our PTO.
 - e. Free Dress: \$7,000
 - f. Applebees Fundraiser: \$100
 - g. PTO T-Shirt Fundraiser: \$1,000
 - 2. Events
 - a. Middle School Swim: -\$900
 - b. Meet and Greet: -\$200
 - c. Boo Hoo Breakfast: -\$100
 - d. Open House Meals: -\$50
 - e. VIP Dance: -\$1,500
 - f. Homecoming Float: -\$500
 - g. Homecoming Fund MS/HS Student Council: -\$400
 - h. Harvest Festival: -\$5,000
 - i. Budgeted income: \$8,000
 - 1. This amount was exceeded for 21 - 22's Harvest Festival.
 - i. Grateful Grams: -\$50.00
 - j. Winter Doors: -\$150
 - k. Ornament Paint Night: -\$150
 - l. Angel Tree: -\$100
 - m. Reading Doors: -\$150
 - n. P.S. I Love You: -\$200
 - o. Principal Day: -\$300
 - p. Spring Fling: -\$4,000
 - i. Budgeted income: \$2,000
 - ii. This is PTO's biggest giveback event of the year.
 - q. Teacher Appreciation Week: -\$3,500
 - r. Breakfast Buddies: -\$350
 - s. Booknic: -\$300
 - t. Pinecrest Foundation Gala: -\$1,000
 - i. PTO will purchase a table for the event.
 - ii. This event covers dual enrollment for High School students.
 - u. Field Day w/ Water Features: -\$500
 - v. Cougar Closet: -\$100

- w. Award Roses: -\$600
 - i. This allows family members to purchase roses for their children at events such as awards.
 - 3. Allocated Expenses
 - a. Carryover Per By-Laws: \$10,000
 - i. This is carried over from the previous year. Whatever remains beyond \$10,000 is donated back into the school.
 - 4. Questions
 - a. There were no questions about the budget.
- iii. Fundraising
 - 1. The Director of Fundraising has been reaching out to the local community and companies and asking for donations. She has secured 38 donations so far.
 - a. Donations include:
 - i. Restaurants (Chipotle)
 - ii. Top Golf
 - iii. Area 15 (Omega Mart, Illuminate)
 - iv. Once Upon a Escape
 - v. Basket from 09 Sharkboy w/Nintendo Switch
 - vi. Twilight Zone Mini Golf
 - vii. Flip N Out Xtreme
 - viii. Bone Suckin' Sauce BBQ Sauce basket
- iv. Past Events
 - 1. Middle School Swim
 - a. Mariana Zavala was the committee chair for this event.
 - b. Middle School Swim is a giveback event for Middle School (incoming 6th - 8th graders). The event was hosted at Black Mountain. Attendees were provided chips, drinks, and pizza.
 - c. Attendance:
 - i. 123 students attended this year's event.
 - d. Admin had positive feedback for the event.
 - e. There were no incidents at the event.
 - 2. Meet and Greet
 - a. There were no issues with meet and greet.
 - b. PTO sold swag for the first time at this event.
 - c. PTO provided a lunch for the teachers that was 100% donated by Applebees and Outback.
 - i. Outback donated a potato bar.
 - ii. Applebees donated salads.
 - d. This is the biggest drive for membership.
 - i. Community members interested in joining PTO can sign up on the facebook page.
 - 3. Boo Hoo Breakfast
 - a. This is an event geared toward Kinder and Pre-K families. Families are served breakfast and allowed to linger after their children depart to line up with their classmates. This provides an opportunity for parents to meet other parents with children in their child's age group.
 - b. All food was donated this year.
 - i. Donations were from Starbucks, Winco, and Smith's.
- v. Future Events
 - 1. Me & My VIP
 - a. Danielle Romero is the committee chair for this event.

- b. This is a PTO member exclusive dance that will take place on September 16, 2022 from 5 PM - 8 PM in the Elementary MP room.
- c. This is a ****NO DROP OFF EVENT****. Children must have an adult present to attend.
- d. This year's theme will be Me & My VIP. Dress is recommended formal, but not required.
- e. The cut off to RSVP is on 9/11/22.
- f. Entry to the event is free if you are PTO.
 - i. Non-PTO members can sign up to join PTO at the door. It is \$20 to sign up for PTO.
- g. Food, glow items, and swag will be sold at the event.
- h. Planned Events:
 - i. Contests
 - 1. Best Dressed
 - 2. Best Dancer
 - 3. Best in Show
 - ii. Cakewalk
 - iii. Coloring stations
 - iv. Photo opportunities
 - v. Music
- i. Information will be sent out via email and posted to the PTO facebook page.

vi. Harvest

- 1. Lyndsie Summers is the committee chair for this event. Danielle Romero is the committee co-chair for this event.
- 2. Harvest will take place on October 14th from 5 PM - 9 PM.
- 3. The event is free to attend, but a wristband must be purchased for each individual planning to play games, use the bounce houses/obstacle courses, or go through the Haunted Hallway.
 - a. Presale will begin on 9/16/22 to purchase wristbands.
 - i. Wristbands will be delivered to classrooms and sent home.
 - b. PTO members receive a \$5 discount on presale tickets **only**. Presale ticket prices for PTO members are \$15 per wristband.
 - c. Tickets purchased at the gate the night of the event are not eligible for any PTO membership discounts. Attendees will be charged \$25 at the gate regardless of PTO status.
- 4. 8K - 10K people attended the 21 - 22 school year Harvest event.
- 5. PTO made more on the previous year's event than in years past and PTO was able to donate \$10,000 back to the school just from that event.
- 6. There will be more bounce houses and obstacle courses this year.
- 7. Ticketing:
 - a. There will be multiple ticketing booths where attendees can purchase both raffle tickets and wrist bands.
- 8. Events
 - a. Baskets
 - i. This event will be held in the Middle School MP room.
 - ii. Raffle tickets can be purchased for \$1.
 - 1. PTO members can purchase a raffle ticket bundle and receive 25 tickets for \$20.
 - iii. Winners do not have to be present to win. PTO will contact the winners.
 - iv. The raffle draw will also be posted on Facebook Live.

- v. There will be both vendor baskets and teacher baskets.
 - 1. There are currently 30 teacher baskets.
 - vi. There will be cash prizes given to the 3 baskets that receive the most raffle tickets.
 - 1. Only teacher's baskets can win a cash prize.
 - 2. 1st Place will receive \$300.
 - 3. 2nd Place will receive \$200.
 - 4. 3rd Place will receive \$100.
 - b. Trunk or Treat
 - i. This event is free to anybody attending.
 - c. Blow Up Room
 - i. This will be a space specifically for families with young children in the hopes to shorten the line for the Haunted Hallway.
 - d. Haunted Hallway
 - i. Student Council will be running the event.
 - ii. Groups of 5 - 10 people will be allowed in at a time.
 - iii. There will be a staff member present to escort every group from start to finish.
 - iv. There will be two different colored glow sticks so that the kids running the haunted hallway know whether to make the experience more or less scary.
- 9. Performances
 - a. Band
 - b. Cheer
 - c. Dance
 - d. Choir
- 10. Volunteers
 - a. PTO is looking for volunteers for this event as it will be a large event.
 - b. PTO is planning to do 1 hour shifts for volunteers so that volunteers can still attend the event with their families.
 - c. Volunteers positions are being opened up to more than just teachers this year (ie: clubs and sports). Each volunteer will be paid equally, the amount will be based on how many volunteers Harvest has.
- vii. Announcements
 - 1. PTO and school car magnets are now available for purchase on the PTO website.
 - 2. Water Bottle Fundraiser
 - a. PTO will receive 40% of the proceeds totaling \$700 - \$800.
 - b. PTO will be doing another water bottle fundraiser at the end of the year or the beginning of next year.
 - 3. PTO Member Participation
 - a. PTO will hold a raffle at each general meeting for attendees.
 - b. For the 8/31/22 general meeting, PTO is raffling off a \$25 Uptown Jungle gift certificate.
 - i. Iximarie Cortiz won the raffle. **Congratulations, Iximarie!!**
 - 4. Homecoming
 - a. PTO will be in the homecoming parade this year with a float.
 - 5. Guardians
 - a. This program was started at the request of the school. Throughout the day, volunteers will check any access points into the school from the outside to ensure they are locked and the campus is safe.
 - i. Please reach out to PTO if you would like to participate. All family members are welcome to volunteer.

4. Attendee Remarks

- a. When will the water bottles be received by those who purchased them?
 - i. The water bottles are expected to come in around 9/12/22 and will then be distributed to classrooms by PTO and sent home with their children.
- b. Where can the t-shirts the PTO Board was wearing at this meeting be purchased?
 - i. The shirts the board is wearing are specifically for PTO Board members. PTO will be rolling out more t-shirt designs and swag next year.
- c. For Harvest Volunteers, can members enlist extended family (ie: Aunts, Uncles, etc.) to assist?
 - i. Yes. PTO memberships automatically include each member's family, including extended family members.
- d. What went back to the teachers last year?
 - i. The \$10,000 given back to the school included a list of every teacher that worked Harvest and those teachers specifically received \$500 a piece for their classrooms.
- e. What does PTO do for seniors/Secondary?
 - i. PTO donates to the prom for high school and the winter formal for middle school.
 - ii. PTO donates to the dual enrollment program via the Pinecrest Foundation Gala.
 - iii. High School has Student Council and clubs have their own booster groups, but PTO is trying to get their foot in the door. PTO tries to put them in our events so that we can give back, but they are mostly self-sufficient groups.
 - iv. Graduation is managed by the school.
 - v. PTO invites all of the clubs to sell food at PTO events to help boost their revenue and they keep 100% of the profits.
- f. Do teachers give PTO an itemized list for their harvest baskets and do PTO or the teacher set a price based on what is in the basket?
 - i. Teachers will reach out for donations from their class. PTO can assemble the basket or the teachers can. PTO will type up an itemized list for each basket and wrap it in cellophane with bows. Raffle tickets are \$1 and can be placed in the bucket for any basket. Tickets are then pulled to announce the winner. There is no guarantee how much each basket will source, but apart from wristband sales, baskets are the largest money maker of the night.
- g. Do Middle School and High School donate baskets?
 - i. In the past it was mostly elementary school, but PTO has been reaching out to Middle School and High School. The set up is slightly more complicated as they have multiple teachers, but PTO is trying to urge secondary teachers to go in as a department (IE: the math department) for baskets.
- h. What items should be brought and how much of that item for the monthly Staff Appreciation?
 - i. There are roughly 170 - 180 staff members. It is up to the volunteer donating as to what they would like to bring. Last year there were months where the donations were simple (such as mini pies or candies). There is a button on the website if monetary donation is preferred. PTO can purchase the items for volunteers or PTO will pick up any items directly from volunteers.
- i. How often are there meetings?
 - i. There are less general meetings, but more committee meetings. The board meets often, but there are only quarterly general meetings because there are a lot of sub-committees. Each committee will have their own meeting schedules (ie: Harvest, Cougar Store, etc.) and each committee can be joined individually so that there is not an overload of information for PTO members who may not want to be inundated with events they are not interested in.

5. Voting / Reports

6. Adjournment (Board Action/Motion)

President

Motion: To adjourn the meeting

By: Nate Selteneich

Second: Lyndsie Summers

Vote: Motion passed unanimously

7. Convene to Closed Session

Ending promptly at 7:18 PM

Meeting starting at 6:30 PM

SECRETARY APPROVAL:
(Signature & Date)

Amanda Tudor 08/31/22
