

PTO Meeting Minutes

PTO meeting called to order Monday June 3rd, 2019 at 3:18 p.m.
Alyce Taylor Elementary School, 252 Egyptian Drive, Sparks, NV 89441

President: Rachel VerHoef - Present
Vice President: Heidi Capurro - Present
Principal / Co Vice President: Kate Austill - Present
Treasurer: Tammy Patlan - Absent
Co-Treasurer: Vacant
Secretary: Angie Bowlin - Present

A. Introduction:

- May meeting minutes approved by Angie Bowlin and Rachel VerHoef
- Treasury Report: Beginning balance for May: \$113,379.12 and Ending balance \$73,361.00 APEX was paid as well as teacher payout of Apex funds (10% of money raised).

B. Fundraising and Purchases for May:

- APEX profit was approximately \$39,000 APEX and teacher profits paid.
- Craft Fair profit was \$1,000. Money was used to purchase all students an Alyce Taylor water bottle for Field Day.
- Aces Day brought in a profit of \$430. Rachel proposed that the funds are used to purchase next years PTO insurance.
- 1 LAPTOP computer cart has been purchased and PE will be paid for in full as soon as final cost is determined. Still need to purchase supplies needed for promised playground upgrades.

C. Budget for 2019/ 2020 School Year:

- Treasurer Tammy Patlan was not present with budget information. Budget will remain on the the agenda for further discussion. Board needs to create, review and approve the budget by next PTO meeting.

D. What needs to be done before next school year:

- End of year celebrations: Cupcakes are on order for Kindergarten graduation and 6th grade promotion. Cupcakes must be picked up on both Thursday and Friday. Heidi C. available for Thursday pick up. Angie B and Mandee K. available for pick up and set up on Friday morning.
- Pizza for 5th grade promotion party will be taken care of by secretary Ruby in the main office.
- Playground Updates need to take place during summer break. School custodians will be at school from 9am to 3 pm for entrance to playgrounds. Need to follow up with Home Depot for possibility of donating paint or supplies.
- PTO drive envelopes must be finalized and ordered during summer break. PTO board must determine revisions needed to prior years "tiered" membership options.
- PTO insurance must be paid for 2019/2020 school year. Tammy Patlan has sign on information needed to pay for insurance online. Heidi will follow up to ensure new board has sign on and insurance renewal information.
- Calendars: Must be ordered during summer break to ensure they are available at beginning of school year. Board must determine whether to order one per student VS one per family.
- Organizing and planning of back to school BBQ must be addressed prior to start of new school year. Need to meet with Save Mart about possible food donations.
- Gator gear shirts and swag must be discussed and ordered. Needs follow up.

E. Principal Reports - Kate Austill:

- CLS teacher Brianna Hodgson has been hired. All available teaching positions at Alyce Taylor are currently filled. Need for teachers aides still to be determined.
- WCSD Zoning Committee has approved zoning changes for Eagle Canyon area families to be relocated to Jesse Hall Elementary in school year 2020/2021. More information can be found on the WCSD website.
- Some classrooms will be relocated after 6th grade departure. Moves will begin as soon as next week.
- First day of school will be August 12th, 2019. Changes to school calendar include a one week fall break, two week winter and spring break. Balanced calendar can be found at WCSD website.
- Buddy bench will be installed by Custodian Scott over summer break.

F. Open Forum / Questions:

- Mrs. Cristologo reports that last years "welcome back" staff shirts were much appreciated and is something to be considered for the upcoming school year as well. PTO must inquire about possibly getting shirts donated with purchase of Gator gear.
- Alyce Taylor received a donation of \$2,000 from a generous Alyce Taylor Family.
- Thank you and goodbye to Rachel VerHoef and Tammy Patlan.

Meeting Adjourned at 3:46pm.