Mesa Academy

PTO Minutes

December 11, 2023

**Welcome**

The meeting was called to order by Lyndsay at 6:30pm.

In attendance were Lyndsay, Emily, Brooke, Chris, Tiffany, Tricia and Ms. Sandoval

**Secretary’s Report**

Brooke shared and reviewed the meeting minutes from November 13, 2023.

A motion was made by Lyndsay to approve the meeting minutes. I was seconded by Chris. The meeting minutes were approved unanimously.

**Treasurer’s Report**

Emily shared and reviewed the monthly financial statements and budget for November. There will be expenses in the month of December on the November snapshot of the budget.

We had two events in November that did very well for fundraising which were the 7th/8th grade dance and also eating for Ed at Chipotle.

The subject of a separate budget for food and drink was brought up during the meeting. It was confirmed by Emily that we have a category for food and drink within the budget. Examples of what that would be used for were items like popsicles, pizza and donuts that would be used for parties.

A motion was made by Lyndsay to approve the treasurer’s report. It was seconded by Brooke. The treasurer’s report was approved unanimously.

**President**

Lyndsay brought up the topic of a mission statement. It appears that we currently do not have one for the PTO. Lyndsay is going to come up with some ideas, and we will vote on one during the January meeting. It will then be posted on the PTO website.

Lyndsay is also working on the school support indemnity and annual agreement. It was stated that she will be working with Carroll Alexander to get those items taken care of.

**Communications**

Lyndsay made the PTO aware that you can now email and use the district print shop instead of using Staples for items you need.

Lyndsay brought to the PTO the idea of putting out a communication survey to all academy parents. She brought up the idea of offering a gift card drawing for participating in the survey. She is wanting to know how parents would like communication information from the PTO. No other topics were brought up for communications at this time.

**Event’s Report**

Tiffany presented a video from the students who are involved in the drama club. The drama club is putting on a performance in April. They will be charging admission to see the play and also selling concessions at the show. Ms. Sandoval volunteered the NJHS students to help sell concessions during the play. The students will need $900 for supplies and costumes for the show, along with an additional $320 for the microphones that they need. The students proposed borrowing the money from the PTO, and then doing fundraisers and using admission from the show to pay the PTO back. It was decided by the PTO that they will just provide the drama club with the money they need, and no money will be paid back to the PTO.

A motion was made by Lyndsay to approve the $900 that will be given to the drama club. It was seconded by Emily. The motion was approved unanimously. A motion was made by Lyndsay to approve the money needed for the microphones. It was seconded by Brooke. The motion was approved unanimously.

**Dance Committee**

Erin was not able to be in attendance at the meeting. It was stated that the 7th/8th grade dance that was held at the beginning of December was a huge success. Ms. Sandoval stated that a lot of kids were talking about how much fun they had at the dance.

**Fundraising Report**

Chris brought up the topic of how we can better advertise for fundraising events as well as events that are put on by the PTO in general. The idea of a take home folder that containers papers advertising events was brought up. This is something that is done at another local elementary school and works well. The teachers in the student’s home room would be responsible for handing out the folders to the students one day a week. The papers advertising the events would need to be copied and stuffed into the folders. The idea of a parent volunteer to do that part was brought up. There were concerns brought up about how many parents would actually see the folder. Ms. Sandoval said that she would talk to the teachers about the idea and how they feel about it. Lyndsay said she will also communicate with the interim principal about this idea also. We will be tabling this topic until the next PTO meeting.

**Teacher Liaison**

Ms. Sandoval asked the PTO to provide money for the NJHS holiday party that will occur the last Tuesday before Winter break. It was agreed to provide what was needed for the party. Lyndsay volunteered to pick up the pizzas for the NJHS holiday party. Ms. Sandoval also informed the PTO that NJHS will be putting on a movie night for academy families on April 23rd.

A while ago the former PTO president Allyson asked the teachers what they would like if they had the money for it. There were teachers who stated they would like some puzzle desks for their classrooms. Ms. Sandoval is going to look up the specific desk that would need to be purchased, and get back to the PTO with a price.

**New Business**

There will be a beginning of the quarter brunch that will need to be provided by the PTO for the staff. It will be on Monday January 8, 2024 when the teachers return to school for a professional development day. The idea of possibly having the Cup of Joey truck in attendance was brought up. Lyndsay will be looking for people to help that day, and decide on what to provide the staff.

The PTO will be sending Principal Wilfert a get well after her recent back surgery. Flowers and a card were an idea that was brought up, but it was decided that a gift card for food would be a better choice. Lyndsay will be taking care of the gift for Principal Wilfert.

International Festival will be held in April, and there will need to be a planning meeting in January for the event. Lyndsay brought up the idea of having themed door prizes at the event. It was stated that every family who attends will receive a ticket for the door prizes. The idea was liked by the PTO, and it was agreed we would go forward with the themed door prizes at the International Festival.

The PTO is looking for a new place to have spirit shirts printed at. The current place that is used always seems to be backed up, and shirts get to us late. There have been complaints from parents who ordered shirts, and it has taken a while to get them.

There will be a used uniform sale in January either on the 22nd or 29th of the month. The event will be held from 3pm-6pm. Lyndsay will check with the interim principal on which date will work the best.

The PTO meeting for January will remain on January 8th. That date will work best as the school will already be open, and most PTO members will be able to attend.

**Adjournment**

A motion was made by Lyndsay to adjourn the meeting at 7:42 pm. It was seconded by Brooke. The meeting was adjourned. The next PTO meeting will be held on January 8th at 6:30pm.