



# Madison Heights PTO

## Executive Board and Committee

### Meeting Notes

September 3, 2024

#### **Meeting called to order at 8:01 a.m.**

The following attendees were present:

*Executive Board Attendees: Tristan Gandolfi (President), Niki Sheppard (Vice President), Kristi Beaver (Secretary), Tina Jiwatram-Negrón (Co-Treasurer), Tanya Cushner (Co-Treasurer)*

*Members at Large: Pam Hacker (teacher appreciation), Rene Larsen (community engagement) Claire Todd (teacher appreciation), Luisa Monzon (communications), Christine Sanchez (communications), Ashley Hornbeak (sponsorship), Lauren Bane (community engagement), Ilsa Manning (Booster and fundraising)*

Gratitude for members

Lice: what resources we can offer

Packet for sponsorships completed; looking for sponsors

Rene and Lauren: Looking for raffle items for Bingo Night (9/20 from 5:30 p.m.-7:30 p.m.), need to know estimate of attendees; have classroom coordinators blast informal RSVP; Ashley will create; need volunteers for raffle ticket shifts

Ilsa discusses Booster fun run.

Thursday-President and Vice President meet with school administration

Future PTO meetings: 30 minutes presentations on variety of topics for future meetings; discussion how to handle childcare at PTO meetings and whether there should be groups of different ages

October- Dia de los Muertos: make sure school asks for pictures ahead of time and have them fully labeled so that they can be returned to people. Each grade to do something for ofrenda. Last year, pumpkins made by classes were raffled.

Trunk or Treat-lights reserved; donations discussed

Socks will be available to purchase on square store in November

Staff appreciation: learning what the teachers like; working hard to make sure they are feeling appreciated.

Rene planning get together for classroom coordinators; invite staff appreciation and school admin.

Communications: make sure teacher favorites are all in same format. Discussion on where to find relevant emails for communications.

Meeting adjourned 9:11 a.m.