

PTO Board

MEETING AGENDA & MINUTES

Monument Academy PTO

Date: 9.5.19

Time: 8:30am

Location: Wesley Owens Coffee

I. CALL TO ORDER *at 8:31 a.m.*

II. MEMBERS IN ATTENDANCE

<input type="checkbox"/> Brad Cheatwood (President)	<input type="checkbox"/> Samantha Brown (Treasurer)	X Kim Stoltenberg (President-Elect)
X Patricia Silva (Vice President)	X Maggie Richert (Secretary)	X See attached sgin in sheet

III. SECRETARY'S REPORT – *review & approval of minutes of previous meeting*

Previous Minutes reviewed. Motion to approve the 8-14-19 minutes by Maggie Richert and 2nd Allison Ferranti, Approved

IV. TREASURER'S REPORT – *review of income & expense actuals, budget, and variances*

- Proposed Budget for 2019 : As Follows

- **INCOME**

- Fundraisers		
- Fun Run	\$20,000	
- Parking Spot	\$ 7,500	
- Programs		
- Box Tops	\$ 1,000	
- Edukits	\$ 1,700	
- Restaurant Nights	\$ 1,000	
- Snack Fridays	\$ 5,500	
- Summer Workbooks FY 19/20*	\$ 4,000	
- Used Uniforms	\$ 1,300	
- Spirit Wear Sales	\$30,000	
- Total Estimated Income FY 19/20		\$72,000

- **EXPENSES**

- Currently outstanding playground invoice	-\$6,250	
- Fundraisers – Fun Run		-\$2,500
- Programs		
- Snack Fridays	-\$4,200	
- Summer Workbook Printing	-\$3,800	
- Summer Workbook Party	-\$ 450	
- Grants		
- Charitable Donations	-\$3,000	
- Core Knowledge	-\$ 600	
- Teacher Petty Cash	-\$1,200	
- Teacher Start-Up	-\$6,200	
- Outreach/Hospitality		-\$1,700
- Operations		-\$1,500
(Supplies, Volunteer Appreciation, Fees)		
- Spirit Wear Expense		-\$15,000
- Total Anticipated Expenses FY 19/20		-\$46,400
- Calculated Profit for FY 19/20		\$25,600

Motion to approve the current Budget as it listed out by Kim Stoltenberg, 2nd by Patricia Silva. Approved

- V. OLD BUSINESS – *informative / discussion / approval items from previous meetings*
A. *Calendar dates for meetings, general and board: Listed on PTO website and in Lynx news with updated times.*

PTO dates for the 2019-2020 School Year

- *8/20 Workbook /New Playground Party from 1:00-4:00 pm*
- *8/21 Kindergarten Boo Hoo breakfast at 8:05 am in MPR after drop off*
- *9/5 General PTO meeting 8:30 am*
- *9/27 Fun Run – 8:40 am at MA*
- *11/13 General PTO meeting 6:30 pm*
- *12/13 Craft Fair*
- *12/13 Teacher Appreciation Luncheon*
- *1/15 General PTO meeting 8:30 am*
- *2/10-2/14 Teacher Appreciation Week*
- *3/10 General PTO meeting 6:00 pm*
- *4/3 Staff appreciation lunch*
- *4/27-5/1 Reserved parking spot auction*
- *5/6 General PTO Meeting 6:30 pm*
- *5/7 General PTO meeting 8:30 am*

B. Updates to website: Spirit wear new ordering timelines, the community awards for King Sooper, Box Tops, and Amazon Smile.

C. Teacher appreciation cart – Went Amazing first week of school/ Ice cream sundae bar was enjoyed by the teachers.

D. Boo Hoo Breakfast was a nice turnout, some new parents.

E. Workbook party – Huge hit with great turn out this year.

F. Back to School events – All went well.

- VI. NEW BUSINESS – *topics introduced in this meeting*

A. *Fun Run – Parents Welcome to come watch! Goal for Fundraising is 20K, this year is to work toward Phase 2 of the playground expansion. This will include some shade structure, tables, benches, additional play structure. Getting the packet out to all the elementary this week. Promoting via Facebook PTO page, Parent page along with emails from teachers, and lynx news.*

a. Finalize volunteer signup sheet with signup online.

b. Get signs made and lynx costume set up, need volunteers for the week of school to stand in carline.

c. Super Hero's theme, no mask or weapons, Posters are made from Jessica Mayfield are really cute to hang us at the school.

d. Sponsors – Recruiting for snacks and drinks for the Fun Run if anyone has a contact that would like to help contact Lisa Macedo.

B. *Car line support – Kim's document send to the lynx news and backpack express, share on parents page of Facebook*

C. *Watch Dogs – Kick off October 1st more information to come soon, we will plan to have some kind of informational night for Dads and a way to get involved in the school.*

D. *PTO Shed to be cleaned out to help store some of the spirit wear. This is going to be arranged by Kendra Kuhlmann and Tinna Worthan.*

E. *Restaurant Night-Sara Petrie will send information for our first one Jimmy Johns in October.*

F. *Craft Fair- Christy Brooks will get out the application process for Booth request in Oct/Nov. out to students/teachers. Confirming time to set up. Date is scheduled 12/13/19, Approx. 70 booths.*

G. *Safety Solutions-Support the SRO event on Oct 24th*

- VII. REVIEW OF ACTION ITEMS – *requiring follow-up*

A. Fun Run profit.

B. Thank you to sponsors and parents for volunteering, donations, and support.

3. Additional Fundraising for this year (Brick sales, Restaurant Nights, Community Awards, Parking Spot Auction)

4. Watch Dog Dads Kick off night turnout and continuation through the year.

5 Brainstorming on Community Reach Out (Directory, Family night out events)

6. Discuss helping Band/Music to look at buying pullout bleachers

7. Recording Volunteer hours

VIII. NEXT MEETING ~ Date: Board Meeting Oct 2nd Time: 6:00pm Location:N/A
NEXT MEETING ~ Date: General PTO Meeting, Nov 13th Time: 6:30pm Location:N/A

IX. ADJOURNMENT AT 9:42A.M.