

PTO General Meeting

Meeting Agenda & Minutes

Monument Academy PTO

Date: 01-21-2021

Time: 8:30am

Location: Zoom

I. Call to Order at 08:35am

II. Board Members in Attendance

✓ Kim Stoltenberg (President)	✓ Liz Scott (Secretary)	✓ Jessica Mayfield (Vice President)
✓ Kim Kays (President Elect)	○ Samantha Brown (Treasurer)	○ Tanja Curtis (East PTO guest)

III. Secretary's Report – review & approval of minutes of previous meeting

- Jessica motioned to approve. Kim S. seconded the motion. Unanimously approved.

IV. Treasurer's Report – review of income & expense actuals, budget, and variances

- There is extra money in the account now due to the Christmas fund and teachers who have not yet cashed their checks.
- Teacher grants, Core Knowledge, and petty cash have not been used. Email sent out to remind teachers to utilize these funds.
- Deposit for the outdoor structure has been sent. Approximately \$10k.
- Kim K. motioned to approve the Treasurer's Report. Jessica seconded the motion. Unanimously approved.

V. Old Business – informative / discussion / approval items from previous meetings

1. Pavilion Update

- Kim S. met with Charlie, Aaron, and Vinnie to talk about permitting, color, and possible electrical. Color is a royal blue top and ash grey structure. 20x40 structure that is about the size of a classroom and a third.
- Structure is about \$21k (Icon/Recreation Plus). Concrete and footings are about \$16k (Aaron). Estimated total is \$37k.
- Waiting on engineer drawings and permitting with the help of Aaron.
- Waiting until June to start installation.
- Sara offered that picnic tables could be something to add in the future.
- There are wooden picnic tables at the school that may possibly be available for use.
- Metal picnic tables are a suggested purchase in the future.

VI. New Business – topics introduced in this meeting

1. Water filter purchase

- Time to replace filters.
- PTO committed to keeping filters replaced.
- Chuck placed the order and for 4 filters which is \$240.32.
- Liz motioned to approve the charge for the filters. Jessica seconded the motion.

Unanimously approved.

2. Brick order status/planning
 - Jessica confirmed that bricks have been ordered and delivered to the school.
 - It was discussed and agreed that the front near the sidewalks would be best. Kim S. to discuss with the school.
3. Restaurant Night Update
 - Sara reported that next week on the 28th is Papa John's, all day.
 - Order over the phone or in person and pickup in person to show flyer.
 - Showing flyer will help the class earn a pizza party, donated to the class by Papa John's.
 - Flyers and stickers will be dropped off at the school. Mr. Slice will stand outside at carline on the 28th.
 - Locally owned and they do a lot of school donations.
 - Future restaurant nights:
 - o Feb, Mar, Apr (Chick-Fil-A), May
 - o Texas Road House
 - o Jarritos Loco
 - o Dessert/ice-cream place for May
4. Hospitality Update
 - Kendra reported that Teacher Appreciation Week is a "Bee" theme for February 22-24.
 - One dessert day (in teacher lounge), luncheon, free choice for each class.
5. East PTO Report
 - Tanya sent notes. Looking to move Teacher Appreciation week up from our week because they do not have the same parties as the elementary school.
 - They have done monthly appreciation.
 - Today the East PTO has a meeting from 2-3pm.
6. Open Discussion
 - None

VII. Review of Action Items – requiring follow-up

1. Kim to look for Papa Johns' flyers at the school. Advertising more this and next week.
2. Kendra working to finalize Teacher Appreciation Week.
3. Update in LN about pavilion (the week after next) with photo.

VIII. Next Meeting ~ Date: [2/11/2021](#) Time: [6:00pm](#) Location:
Zoom

IX. Adjournment at [9:12am](#)