

Cortina PTO General/Board Meeting

Meeting Date: August 09, 2017

Location: Cortina Media Center

*****Call to order General Meeting: 6:08 PM*****

In Attendance: Tawny; Tim; Trina; Riannon; Dan; Dennis; Megan; Nicole C; Debby;
Lindsey; Dawn; Amber; Reide; Kelly; Nicole H
Parents: Kristine; Brandon; Brandon

❖ **Introductions:**

- All members of the board did an introduction of themselves

❖ **Budget Presentation:**

- Riannon reviewed the budget of the current school year – motion to approve by Tim and Debby (see page 6)

❖ **Upcoming Events and Fundraiser**

- Restaurant Nights
 - Sonic is the 2nd Thursday of every month except October due to fall break
 - August 25th Back to School night at Peter Piper Pizza 4-8
 - November 30th Panda Express 4-8
 - February 19th Café Rio all day event
 - April 24th Barros Pizza time is TBD
- Fundraisers
 - Cookie Dough
 - Pep Rally 9/7/17
 - Sale Ends 9/21/17
 - Delivery 10/21/17
 - Boostherthon Glow Run
 - Pep Rally 1/31/18
 - Glow Run 2/9/18
- Events
 - Fall Festival 11/3/17
 - Daddy/Daughter Dance 1/26/18
 - Mom/Son Night 3/2/18
 - Spring Family Movie Night 4/6/18
- All dates subject to change
- Dads club
 - Dennis Dixon would like a calendar of all of our events – Trina will send the calendar to him
 - Donuts with dad day to help get dads involved more – Dennis will send Tawny a couple of dates he has in mind after he receives the calendar or events

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- Can do some Friday days to also get dads involved to help out on the playground to monitor the kids and play games with the kids
 - How dads club help PTO
 - Make a Difference Day
 - Setting up and take down for events i.e Fall Festival, Mom/Son night, Spring event
 - Help with getting shirts donated for Boosterthon

❖ Q & A:

- N/A

❖ Opens

- Lindsey – PTO could use Coops Scoops for a food item at Fall Festival, they will give back 20% to the school
 - This is shaved ice
- Kristine Apodaca is now the Co-Chair Committee and will help out the committee chair members

❖ Meeting Adjourned: 6:35 PM

Call to order Board Meeting: 6:45 PM

In Attendance: Tawny; Debby; Tim; Riannon; Nicole C; Kelly; Megan; Dan; Trina; Nicole H; Amber; Reide; Kristine

❖ Principal Notes:

- The vending machine in the front office is broken and would like to know if PTO would like to take over the vending machine and get it fixed or look at something different for snack
 - At Costco
 - For a new big sized one it is \$3,000.00
 - For on that sits on the counter is \$2,000.00
 - Nicole C stated she might know someone who can assist in getting either a new one or the current one fixed and will check
 - Nicole H stated she buys healthy choice ones and places around town
 - Debby stated she might be able to get a discount on a new one with her company discount
 - Could also do an on your honor thing with the front office where the snacks will be in the room and anyone can take a snack and pay the front office
- Swiffer mops in the cafeteria

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- This will help out with their backs when cleaning the tables
- Can take the part of the mop off and rinse in the sanitizer water bucket and put back on the mop
- Can look into buying refills on Costco night
- The school is in need of crossing guards as the teachers are overseeing some of the crosswalks currently

❖ **Treasurer Report:**

- Riannon did not have anything to add from the General meeting

❖ **PTO Admin Business:**

- Tawny – I hope you all had a great summer and just a couple of things
 - This will be a fun year and I learned a lot from this last year that I hope we can always remember that we will agree and disagree and that we need to make sure that we have an open communication. If you disagree with someone to please try and resolve with them and if that does not work to please come to me. We all are human and we have moments that we need to realize that and not take it to heart.
 - We also need to remember that we are volunteers but we represent the PTO and we need to be careful of how we act because we are being watched at all times.
 - I want to thank everyone for being here on the PTO and volunteering their time.

❖ **Old Business**

- Shoparoo
 - Trina has the winners of the top three people
 - Brandon Becken
 - Michelle Steely
 - Jessalyn Basta
 - The gift certificates will be \$20.00 for the Fall Festival event
- Shade structures
 - We have 2 that will need to be taken down and re-stitched above where 1st through 4th line up for class
 - PTO will pay for this and will cost just over \$2,000.00
 - There are 2 that are over the play structures that will need to be replaced
 - The one over the Kindergarten playground PTO will pay to replace
 - The one over the big playground the district will pay to replace

❖ **Upcoming Events:**

- Cookie Dough
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- Pep rally is 9/7/17
 - Sales end 9/21/17
 - Delivery date 10/23/17
 - We will need volunteers for this date and Tim will reach out
 - Costco Night
 - Will take place on 9/16/17 from 7-9
 - Need to create a wish list
 - Our table will be outside again but Costco will design how each schools tables are located better this year
 - Received the watermelon box to design
 - Nicole C stated she could help design
 - Tawny will send out an email to see who else is available to help
 - We need to decide if we want to pay for posters
 - Tawny will get the prices
 - The school with the most in sales will get a pallet of water
 - The best bin decoration will get a \$25.00 gift card
 - For every \$100.00 spent during the event a ream of paper will be donated to the school
 - Fall Festival
 - 11/3/17 from 5-8
 - Teacher themed games
 - Dan will speak to the teachers during his leadership meeting on 8/14/17 about how many games they want and how much their cost of tickets will be
 - Lights
 - Tawny will speak to the parent that assisted us last year as we just needed to pay for delivery
 - Food Trucks
 - Tawny will oversee getting the food trucks
 - Megan will find out who was at the Higley event and will send that information to Tawny
 - Bounce Houses
 - Dads club could possibly watch over them and make sure rules are being followed by the students
 - Megan will call Dreamland bounce houses for a quote
 - Possibly look into a place that offers their employees to come and watch over them
 - Will get 2 bounce houses
 - School programming
 - There will not be a school program the night of this event
 - Restaurant nights
 - Trina took over restaurant nights and has them all scheduled for the school year
 - Sonic is the 2nd Thursday of every month except October due to fall break
 - August 25th Back to School night at Peter Piper Pizza 4-8
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- ♦ Nicole H will see if she can get someone to dress up in the mascot for the event
 - November 30th Panda Express 4-8
 - February 19th Café Rio all day event
 - April 24th Barros Pizza time is TBD
- Dan asked that fliers be sent early, he stated that JM can approve the fliers
- Spirit Fridays
 - Lindzie ordered what she needed for Spirit Fridays
 - She will do twice a month
 - The end of the month will be a bigger prize for tickets turned in
 - Candy will be passed out from the teachers on the first Friday of the month
 - Will ask for candy from Costco night to be used for Spirit Friday
- Daddy Daughter
 - 1/26/18 from 6-8
- Boosterthon
 - 2/9/18 all day
- Mom/Son Night
 - 3/2/18 from 6-8
- Spring Movie Night
 - 4/6/18 from 6-9

❖ Opens

- Tawny will talk with Dads club for Make a Difference Day
 - Could have the Boy Scouts come out and paint
 - District is not keen with murals outside as they are harder to maintain, Dan will do more research with the district on our current mural outside
- Nicole C asked how kids can bring in items for the maker space rooms
 - They can bring the items to conferences
 - They can be dropped off in the front office and state which grade level they would like the items to be donated to

❖ Meeting Adjourned: 7:58 PM

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Cortina Elementary School PTO 2017-2018 Budget as of 7/1/17			
Income			
<u>Income Source</u>	<u>Budgeted</u>	<u>YTD Earned</u>	<u>Balance</u>
<u>Fundraising</u>	-		
Boosterthon	\$ 10,000.00	\$ -	\$ (10,000.00)
Cookie Dough	\$ 8,000.00	\$ -	\$ (8,000.00)
Restaurant Nights	\$ 2,000.00	\$ -	\$ (2,000.00)
<u>Events</u>			
Daddy Daughter Dance	\$ 1,200.00	\$ -	\$ (1,200.00)
Mother/Son Night	\$ 500.00	\$ -	\$ (500.00)
Fall Festival	\$ 500.00	\$ -	\$ (500.00)
Family Movie Night	\$ 500.00	\$ -	\$ (500.00)
<u>Other</u>			
Free Cash Programs	\$ 700.00	\$ -	\$ (700.00)
Donations	\$ -	\$ -	\$ -
Membership Dues	\$ 100.00	\$ -	\$ (100.00)
Spirit Gear	\$ 1,500.00	\$ -	\$ (1,500.00)
TOTAL INCOME	\$ 25,000.00	\$ -	\$ (25,000.00)

Expenditures			
<u>Expenditures</u>	<u>Budgeted</u>	<u>YTD Spent</u>	<u>Balance Remaining</u>
<u>Operating Expenses</u>	-	-	-
Carryover	\$2,000	\$ -	\$ 2,000.00
Administration	\$2,000	\$ -	\$ 2,000.00

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<u>Enrichment</u>			
Curriculum Enhancements	\$4,500	\$ -	\$ 4,500.00
Teachers Reimbursements	\$5,000	\$ -	\$ 5,000.00
Makers Space	\$2,500	\$ -	\$ 2,500.00
<u>Recognition/Misc.</u>			
Principals' Fund	\$2,000	\$ -	\$ 2,000.00
Campus Needs	\$2,000	\$ -	\$ 2,000.00
Student Recognition	\$2,000	\$ -	\$ 2,000.00
Staff Hospitality	\$1,500	\$ -	\$ 1,500.00
Student Needs	\$1,000	\$ -	\$ 1,000.00
Community Support	\$500	\$ -	\$ 500.00
TOTAL EXPENSES	\$25,000.00	\$0.00	\$25,000.00

Prior Year Funds			
	<u>Starting Balance</u>	<u>YTD</u>	<u>Remaining Balance</u>
Prior Year-Total	\$29,213.00	\$0.00	\$29,213.00

Self Sustaining Funds			
	<u>Starting Balance</u>	<u>YTD</u>	<u>Balance</u>
Kindergarten	\$ 1,509.94	\$ -	\$ 1,509.94
1st Grade	\$ 201.34	\$ -	\$ 201.34
2nd Grade	\$ 459.26	\$ -	\$ 459.26
3rd Grade	\$ 65.22	\$ -	\$ 65.22
4th Grade	\$ 244.42	\$ -	\$ 244.42
5th Grade	\$ 57.31	\$ -	\$ 57.31
6th Grade	\$ 668.92	\$ -	\$ 668.92
Art	\$ 1,173.18	\$ -	\$ 1,173.18
Band	\$ 164.25	\$ -	\$ 164.25
Library	\$ 3,784.95	\$ -	\$ 3,784.95
Music	\$ 104.62	\$ -	\$ 104.62
PE	\$ 85.39	\$ -	\$ 85.39
Robotics Club	\$ 385.64	\$ -	\$ 385.64
STEAM Night	\$ (13.70)	\$ -	\$ (13.70)

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SPED	\$ 350.50	\$ -	\$ 350.50
TOTAL SELF SUSTAINING	\$9,241.24	\$0.00	\$9,241.24