**\*\*\*Call to order General Meeting: 6:00 PM\*\*\***

**In Attendance: Tawny, Kelly, Dawn, Dan, Nicole C, Dana, Megan, Riannon, Trina, Danielle, Dawnisha, Tim, Stefanie, Amber, Reide, Debby – Parent Christine Patterson**

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* **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 Amber and Dana
* **Upcoming Events and Fundraiser**
  + Reviewed upcoming events for the remainder of the school year
    - January 27th Daddy/Daughter dance from 6-8
    - February 24th Glow Fun Run
    - March 3rd Mom/Son night (dance and games) 6-8
    - April 7th Spring Fling Movie Night
    - May 1st-5th Teacher Appreciation Week
* **Q & A:**
  + **N/A**
* **Meeting Adjourned: 6:15 PM**

**\*\*\*Call to order Board Meeting: 6:17 PM\*\*\***

**In Attendance: Tawny, Kelly, Dawn, Dan, Dana, Megan, Riannon, Trina, Danielle, Dawnisha, Tim, Stefanie, Amber, Reide, Debby, Mr Greenlaw**

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* **Principal Notes:**
  + Boosterthon – Need to make sure everything is in order and ready to go. The pre-meeting is set up Foe February 17 at 1:30. Tawny will check with Boost run team on times due to classes will be doing their Valentine’s Day parties around this time and see if they can possibly come earlier.
  + The Kindergarten playground has been extended for them with more room. The Kindergarten teacher are looking into doing a fundraiser to do some beatification to their playground.
  + Over the winter break the basketball court area added a drain to help with the rocks seeping and making a gap with the concrete and rocks and creating a hazard.
  + There are a lot of events coming up and would like flyers sent out in more of an advance from PTO
  + Would like a breakdown from the budget of which grades have not used their teacher reimbursement.
* **Treasurer Report:**
  + Funding requests
    - Schenks – Would like cheerleading uniforms, 30 tops, 30 bottoms and 60 pom pom’s for $1,700.00. It was suggested that she do a fundraiser for the funds and can also work with community education for funds. All in agreement to not approve at this time. Motion to deny by Dana and Amber
  + Teacher reimbursement has been used by Kindergarten and 1st grade. 3rd grade has used partial of their funds.
  + Box Tops are due by the end of February in order to be counted for this school year
  + Reide – 2nd grade submitted their form for their butterfly activity. They would like the funds to come from their curriculum funds.
  + Riannon needs to know when the teachers would like their approved budget request funds given to them. Riannon will send an email to Dan of which teachers she is still pending to hear back from and he will email them to remind them.
  + Riannon will scan and send Dan the self-sustaining funds for each grade level.
* **PTO Admin Business:**
  + Approve meeting minutes from December 2016 – Motion to approve Tim and Debby
  + Please take notes and only one person should be speaking at at time
  + Complaints have been made about PTO members. Everyone needs to watch their negativity and how everyone is spoken to. Names will be asked going forward of who the individual member(s) are and will be spoken to individually.
* **Old Business**
  + - Jingle Jog
      * The event was cancelled due to the rain and the fields were too wet and muddy and will not be rescheduled.
      * Nicole Hare let PTO borrow her Santa suit still and Tawny’s husband dressed up in the outfit and went to all the classrooms and delivered the bells and greet the students. Thank you Nicole!
* **Upcoming Events:**
  + Daddy/Daughter event
    - Volunteers needed
      * Greenlaw
      * Dana
      * Reide
      * Riannon
      * Trina
      * Tawny
    - What is in need of volunteering (Riannon stated she may have 4 volunteer to help)
      * 1st photo booth – 2 Sossamon vlonteers
      * 2nd photo booth – 2 Sossamon vlonteers
      * Ticket Booth – 2 board members
      * Leis/hair clips – 2 board members
      * Cafeteria:
        + Drink bar – 2 volunteers
        + Fruit bar – 2/3 volunteers
        + Sweet bar – 3 volunteers
      * Clean up
    - Kona Ice will be there to sell their flavored shaved ice and the charge will be $3-$5 for the drinks. The school will get back 20% of their sales and the percentage will go to Music. It was posted to the Cortina PTO Facebook page and an email can be sent out to the parents.
    - Leis, hair clips and decorations are being taken care of.
    - We need to get the tickets made up
  + Fun Run
    - PTO decided to pay for the shirts due to no sponsors were received. Shirts hve been ordered and will be here in a couple of weeks.
    - Trying to find places that can help us out with the glow sticks
      * In the PTO room there are 93 necklaces and 120 brecelets
      * Kindergarten (Megan) said they may be able to donate some of theirs that they had left over from the Fall Festival
    - Decorations
      * Can decorate on Monday February 13th
      * PTO has some movie/popcorn themed decorations
      * Possibly get some glow in the dark paint for the postes in the gym so they will glow with the lights off
    - The event will be for K-5th grade students
    - Need to start advertising as this event is different than the past events and to help motivate the students
    - Monday after the Daddy/Daughter event February 30th, Tawny will get some information together for the flyers to be created for this event and will work on something in the meantime to send to JM for the Friday emails sent to the parents.
  + Mom/Son night
    - Will be a Super Hero themed
    - Minute to Win it games will be done in the Cafeteria
    - Dance will be in the gym
    - Next meeting to go over details was scheduled for January 17th at 3:30, it will need to be rescheduled and Riannon will send out an email for the new date.
    - Event is on March 3rd
  + Spring Movie Night
    - Need to look into getting screen and getting the license
    - Food trucks
      * The American Poutine Company – Will be there
      * Boca Truck – Waiting to hear back from
      * Can’t Stop Smokin BBQ – Waiting to hear back from
      * Nicastros Pizza – Waiting to hear back from
      * Mugsy Dogs – Still need to contact
      * Gimme Some Sugar – Waiting to hear back from
      * Churro Theif – Waiting to hear back from
    - Nicole still looking into getting Isogenix to sponsor event
    - Tawny started getting donations from businesses for the raffle baskets and will need help contacting them for donations
      * Received donations from
        + Vera Bradley
        + AMC
        + AZ Diamondbacks
        + Odysea Aquarium
        + CMT
        + Phoenix Suns
        + Phoenix Rattlers
        + Harkins
        + Wildlife World Zoo
      * Businesses that will donate but still need to be contacted
        + Disneyland (need to do after January 25th, Tawny will handle)
        + Phoenix Zoo – need to need to mail info
        + Phoenix International Raceway – need to email
        + Out of Africa – need to mail
        + Desert Botanical Garden
        + Arizona Coyotes
        + Kierland Resort
        + Phoenix Theatre
        + Omni Hotels & Resorts
        + AZ Cardinals
        + Sea Life AZ Aquarium
        + Wildlife Golf Club – Marriott
        + AZ Wildcats
        + The Sun Devils
        + Bear Creek golf complex, Chandler
        + Top Golf
        + Apple Annies, Wilcox
        + AAA Arizona
        + Sun Ridge Canyon golf club
        + AZfamilyflorist.com
        + Cobblestone Auto Spa
        + AZ Stronghold
        + Golf N Stuff
        + Castle N Coasters
        + Big Surf Waterpark
      * Restaurants
        + Grimaldis
        + Habit Burger
        + Southern Rail Restaurant
        + Chick–Fil-A
        + Wild Fish Seafood Grill and Steaks
        + Jasons Deli
        + Wildflower Bread Company
        + SanTan Brewery Company
        + New York Pizza Dept
        + R A Sushi
        + Joes Real BBQ
        + Potbelly Sandwhich Shop
        + Applebee’s
        + Panera Bread
        + Subway
        + Jimmy Johns
        + Benihana
        + Cracker Barrel
        + Culvers
        + Landry Inc.
        + Olive Garden
        + P.F. Changs
        + Cheesecake Factory
        + Arby’s
        + Wendy’s
        + Jack in t
        + he Box
    - We have a few vendors from Fall Festival that also signed up for this event, will get a list of those vendors and we can start advertising for more.
* **Opens**
  + Spring clothing drive – Dana is still pending a response from the HOA for a date of the community yard sale
  + Suns game, still pending to hear back from them and Tawny will follow up with how the process works of getting tickets
  + Emergency kits – Dawn and Tawny will meet on Monday January 23rd at 2:30 to discuss what is needed. In the PTO room there are some empty tubs that may be able to be used, some may not have lids for them
  + Restaurant night – Some concerns about having two in the same week, as Sonic is always the 2nd Thursday of the month
    - Next one will be Bar Vinedo on February 7th
    - Panda Express was brought up a an idea as you can schedule a date online, they will create the flyer for the school and then send the check after the event. Dana will let Nicole C know to check with them
  + Hospitality – February 16th is the next teacher lunch. Stefanie will have a confirmation for possible Italian on Thursday January 19th
    - The next lunch will be during teacher appreciation week in May, need ideas for the theme
    - March 8th and May 10th are the birthday celebrations with a Dessert theme
  + Vacuums – Tawny took home the vacuum cleaners to clean them out and they were filled with paper clips and were very dirty as that is what is breaking them as they are not being cleaned out after being used.
    - Will check with David to see if he can be the keeper of them and create a sign in/out form for the teachers when they are in need of them
  + Free Cash
    - Paperwork has been filled out and sent to Fry’s for parents to connect their Fry’s card to the school and receive a percentage back from sales. Debby didn’t realize that she had the password from Riannon to check the emails to see if there has been a response back from Fry’s and will check into it. No paper response has been seen through the mail.
    - Debby was looking into doing a popcorn party for Box Tops, will work with Trina. It was mentioned that the top teacher for each grade level receive a popcorn party.
    - Possibly a root beer float party for Steam night
    - Shoparoo – Possibly awarding the parent with the highest amount of points a gift card at the end of the school year to maybe a massage. Need to discuss further.
  + Science Camp is in need of their check.
    - Dawn is thinking of doing another fundraiser to help with paying for Science Camp and possibly doing Sonic cards. Trina stated she could help with that as she is in contact with Sonic for Sonic night events.
  + Riannon – Needs notice of when checks are needed from the teachers and how the money will come in for fundraisers.
  + Butcher paper – Needs check to JM for $445.07
  + Website – Need to get that up and running to start selling spirit gear. There is a site called Shopify for $10.00/month that we can use. There is a free 3 week trial that can be done.
  + Can possibly sell sprit shirts at Kinder roundup on February 9th. Tawny, Dan and Megan to discuss.
  + Dawnisha – Asked if the Daddy/Daughter tickets due date can be extended and yes, it has been extended to Friday January 20th.
  + Tim – Will look into getting volunteers for the Daddy/Daughter dance.
* **Meeting Adjourned: 7:36 PM**