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## PTO Board Meeting – Minutes 07-30-08

**Attendance – All Board Members present - Sara Frisk, Kathy Bonitz, Tara Ford and Lynn Roscoe. Melissa Rivera, former Treasurer joined as well. Meeting called to order 7:15PM**

- 1) Back to School Night – Back to School Night will be held Tuesday, August 12, 2008 from 6-8:15PM. PTO will participate as follows:
  - a) Kathy will inquire to Cold Stone Creamery to provide samples.
  - b) Fundraiser cookie samples will be handed out. The cookies will need to be baked.
  - c) There will be a PTO sign up sheet at the entrance table and at the Paws of Fortune table in the cafeteria.
  - d) Lynn will make some posters guiding families to the cafeteria.
  - e) Sara will ask Denver Signs to make a banner.
  - f) Paws of Fortune – Kathy will make the necessary repairs. Rulers, stickers and lollipops will be handed out.
  - g) Sara will give membership forms to the teachers to include in their Welcome Back packages.
  - h) Kathy will work on a Welcome Back newsletter and PTO calendar to be handed out.
  - i) PTO merchandise will be for sale. Key chains and license plate frames will be purchased as additional item for sale. Kathy suggested that bracelets and maybe water bottles be sold for \$1 instead of \$2.
  - j) Sara will put together a computer slide show for the front entrance table.
  - k) Raffle tickets will be sold for a chance to win a free download of Microsoft Student with Encarta 2009, a \$50 value. Tickets will be \$1 each or 6 for \$5.
- 2) PTO Meetings – PTO meetings have been changed to the 2<sup>nd</sup> Wednesday of the month from the 2<sup>nd</sup> Thursday of the month. Pizza and babysitting will be continued. Sara is going to talk with Val about reinstating the Parent Forum.
- 3) Shed – Board member will meet Sunday, August 10<sup>th</sup> at 10AM to organize the shed. Sara will purchase rubber maid totes and everything will be sorted and labeled. We will also be able to pull some weeds that day. A new lock will be purchased and one key will be placed in the office.
- 4) Teacher Welcome Back – the PTO Board will meet at 7PM, Wednesday, August 13<sup>th</sup> at Kathy's house to wrap muffins and sign welcome back cards. The muffins/cards will be placed on each teacher's desk before school starts on August 14<sup>th</sup>.
- 5) There will be a Kindergarten Open House, Wednesday, August 20<sup>th</sup> from 2-6PM. The PTO will be present to encourage parents to sign up and invite families to the PTO meeting September 10<sup>th</sup>.
- 6) Treasurer's report – the current balance is \$8,924.96. The following items will be purchased:
  - a) PTO shed totes
  - b) PTO merchandise
  - c) Colored paper for the first ½ of the school year. Lynn can get a discount through her work.
- 7) PTO Goals for school year 2008-2009 are as follows:
  - a) Fundraiser – Kickoff is August 28<sup>th</sup> with estimated delivery date of October 2<sup>nd</sup>. Goal is to raise \$20-\$30k. Prizes will include Thunderbash, Limo lunch and Chihuahua races.
  - b) Family Fun Nights of – Spaghetti Dinner, Trick or Treat Street, Holiday Bazaar, Snowflake Ball and Spring Fling. Get as many volunteers as possible to participate.
  - c) PTO Meetings – be upbeat and always positive.
    - i) Personally invite parents to come. Remind that there is pizza and babysitting.
    - ii) Encourage a teacher representative to be present at each meeting.
    - iii) Have a student involved presentation each month from a different grade level.
    - iv) Parents who come to the general meetings will have their child's name entered to win a new scooter at the end of the school year.

- 8) Proposed Committees - the following are the proposed PTO committees which need volunteers.
  - a) Restaurant Card/Cookie Dough Fundraiser - board members and volunteers for the delivery date.
  - b) Family Fun Nights
  - c) Bulletin Board. Sara ordered the bulletin board a couple of weeks ago.
  - d) Hospitality - Teacher appreciation week.
  - e) Grant Committee - grant deadline is October. Apply for a permanent PTO shed?
  - f) Trick or Treat Street - have a spook house in the 1<sup>st</sup>/2<sup>nd</sup> grade hallways. Have family's signup for a door.
  - g) Spring Carnival
  - h) Box Tops/Soup Labels - Judy Westphal
  - i) Outreach Committee
  - j) Recycling committee - cell phones, ink cartridges.
- 9) Keep "Together We Can Make A Difference" as the PTO slogan.

Meeting adjourned 9:00PM

**TOGETHER WE CAN MAKE A DIFFERENCE**

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Kathy Bonitz  
Pennock PTO Secretary