



# PTO Meeting Minutes

## December 10, 2019

I. **Call to Order** - Meeting called to order at 6:04.

II. **Introductions**- Meeting attendees included the following:

Lucy Suazo, Susan Ortega, Vickie Boudouris, David Reid, Kristina Cameron, Lisa McClure, Juli Thompson, Maryann Hewitt, Nikki Tilson, Shannon Todd, Ajit Vaidya

III. **Secretary's Report / Approval of Minutes**: (Ajit Vaidya)

Mary Ann will get Ajit the full list of PTO membership. Ajit will send the minutes out to the PTO email list. We will include a link to the website on the Cheetah Bytes newsletter. All approved minutes for the school year to date have now been posted to NSE website. Minutes of the November 12 meeting were approved.

IV. **Principal's Report**: (Vickie Boudouris)

- a) Thank You's: Thanks to last month's PTO luncheon for staff. We raised over \$1,500 from the Usborne book fair. Funds will be used for purchasing books. Thanks to all who contributed to the canned food drive. We collected over 400 pounds of food. Thanks for those who came to the Barnes and Noble event. Thanks for those who participated in the Fall into Gratitude Leaves program.
- b) Warm and Fuzzy Drive - We will be collecting coats for White Rock Elementary school in December.
- c) Pancake breakfast this year is scheduled for January 11. Flyers have gone out already. Vickie will put out a Blackboard Connect message on this.

d) There will be another Spirit Night - Jan. 22 at Chipotle on Bidwell from 4-8pm.

V. **President's Report:** (Shannon Todd) - Shannon discussed the following items:

a) Thank You's: We had a good turnout for the Barnes and Noble Book Fair and Spirit Nights. Cheetah Chase t-shirts will be available next week.

- i. Barnes & Noble Book Fair: Holly Lamb, Chair
- ii. Rock & Fire and The Habit Spirit Nights: Debs Hughes, Chair
- iii. Usborne Books Fair: We raised \$1,552.68 in books for the Library  
-The Encyclopedia of World Religions will be a gift to the Library
- iv. THANK YOU to EVERYONE for helping all of the time !!!

b) Budget / Lean Budget Year / Fundraising Ideas

i. "Art to Remember": Winter/Spring Fundraiser: Nicole Tilson, Chair

More information to follow in Upcoming Events or January. We will prepare the art work during class (maybe an hour) during the January / February time frame. We will figure out a theme for the artwork. orders to be sent out in March, and gift items should be ready by Mothers Day. Funds raised would go to the general fund.

ii. Budget Vote: Two budget scenarios were put up for a vote by the PTO board (Scenario "Natoma" or Scenario "Station"), as described below:

A. Scenario "Natoma:" Move to General Fund:

\$400[Facilities & Equipment]; Leave \$200 + \$100[Cashbox]; Leave

\$100+ \$1,665[Clubs]= \$2,165 for Classroom Enrichment

B. Scenario "Station:" Move to General Fund:

\$1,665[Clubs]= \$1,665 for Classroom Enrichment

Based on a voice vote, the PTO approved Scenario Station. There was discussion that in a lean budget year, we should take a more conservative approach, so it was decided not to move all the extra funds from facilities, cashbox, etc. to the general fund. Instead, only the extra fund balance in the Clubs account will be moved to the general fund for classroom enrichment. Based on this allocation, there could be \$35-\$65 available for classrooms to use this year for current students. We will continue to work on other fundraising ideas to fund additional classroom enrichment and other projects.

VI. **Treasurer's Report:** (Shannon Todd)

- a) Holly Lamb was unable to attend the meeting, so Shannon covered the treasurer's report. There was a request for Holly to provide a complete current budget including how we will be spending the current projected balance.
- b) There was a discussion about possibly having a special session of the PTO to discuss the budget and to get feedback from parents and students alike on what type of events people would like. We will do this in March.

VII. **Teacher Report:** (Ms. Juli Thompson)

Thank you for the Sandwiches, and Spirit Nights were wonderful.

VIII. **Garden Report:** (Ms. Cameron)

Kids created a salad using lettuce and greens from the Garden. We ordered some kitchenware using the grant funds. Our Eagle Scout will start on the Compost Bin project over the Winter Break.

IX. **Upcoming Events:**

- a) "Art to Remember": Winter/Spring Fundraiser: Nicole Tilson, Chair
- b) Chipotle Spirit Night: January 22, 2020, 4-8pm: Nicole Tilson, Chair.  
Chipotle gives 33% back to the school. Must be for food purchased in store.
- c) Chick-Fil-A Spirit Night: February 5, 2020 Savina Yee, Chair
- d) Winter Wonderland Pancake Breakfast: Saturday, January 11, 2020:  
Shannon Todd, Chair

IX. **New Business:**

- a) Mary Ann Hewitt is representing the nursing office. She's looking for volunteers for the vision and hearing testing on January 21-22, 2020.
- b) Mary Ann is working on the Cheetah Bytes newsletter for January. Please send any submissions to the newsletter to Mary Ann.

X. **Adjourn:** Meeting was adjourned at 7:02pm.