



PTO MEETING MINUTES

October 1st, 2019

Attendance (12)

Shana Bereche, Cami Mitzen, Tina Reitzel, Paulett-Greer-Sutton, Krista Puruhito, Christy Cuddy, Paula Benzing, Megan Minkle, Pamela Robedeau, Carolyn Larson, Mandi Tollison, Lolitta Schultz

Upcoming Events

- 10/2 Garden Day
- 10/2 Chipotle Fundraiser
- 10/4 Teacher Appreciation Snack
- 10/25 Crazy Blue & Grey Day
- 10/25 Mountain View Parade
- 11/1 Teacher Appreciation Potluck
- 11/2 Mural Painting & BBQ

Treasurer's Report (As of October 2019)

1. Current Balance: \$18900
2. Income: \$5140; Expenses: \$9235

Upcoming Events

1. Garden Day: October 2nd
2. Chipotle Fundraiser – October 2nd
3. Teacher Appreciation Snack – October 4th
4. Crazy Blue & Grey Day: October 25th
5. Mountain View Parade: October 25th
6. Teacher Appreciation Potluck: November 1st

Teacher/Staff Requests

1. Carolyn Larson Vegetable Orchestra Request: Needs supplies for her vegetable orchestra – mainly pumpkins and carrots. Kids will use these vegetables to explore the concept of sound through different mediums. Request is for \$200.00
 - a. Motion to Approve: Shana Bereche, Motion Second: Paulett Greer-Sutton
2. Pamela Robedeau 5th Grade Yesteryear Request: Would like to purchase the Pioneer Museum Kit. The company that provides the annual kit for Yesterday will no longer be providing the service. Kit includes: Panning Gold Station, Display Boards, Historical Documents, Clothes Washing Station, Shaving Station, Corn Grinder and much more. Request is for \$1950.



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- a. Motion to Approve: Tina Reitzel; Motion to Second: Paula Benzing
3. Michelle McNabb (presented by Christy Cuddy) Rock Store Treasure Box: The treasure box needs items to give out to kids in exchange for their rock start tickets. Request is for \$1500
 - a. Motion to Approve: Shana Bereche; Motion to Second: Krista Puruhito
4. Christy Cuddy Grandpa Jerry: Request to provide Grandpa Jerry with money necessary to purchase art supplies for the various projects that he participates in throughout the school year. Request is for \$500
 - a. Motion to Approve: Paulett Greer-Sutton; Motion to Second: Paula Benzing

New Business

1. Carnival
 - a. Fall Festival Theme. Setup will be similar to last year with the exception of the dunk tank (too cold): wristbands, tickets, free games (teacher games), free face painting, BBQ Meal by Pearl's BBQ, Inflatables, Rock Wall, DJ, Music, Vendor Booths
 - b. Volunteer Chair - Tina Reitzel: Coordinate volunteers for the day of the Carnival
 - c. Publicity Chair - Paulett Greer- Sutton & Lolitta Schultz: Create and distribute flyers and other media for the Carnival
 - d. Performance Chair – Still Open: Coordinate music for the Carnival. Mandi Tollison to contact Karen (last name?) for help. Possibly use Highland Choir/Band/Orchestra and Poston Band/Orchestra for music. Carolyn Larson would like the Choir to perform during Carnival.
 - e. Vendor Chair – Still Open: Tina Reitzel to provide a list of last year's contacts to Mandi Tollison. Mandi Tollison to coordinate vendor setup on the day of the Carnival. Tina Reitzel to contact Mesa PD for promotional drive-by during Carnvial
 - f. Ticket Chair – Cami Mitzen & Krista Puruhito: Coordinate ticket/wristband sales
 - g. Basket Chair – Paula Benzing & Rachael Chader: Coordinate baskets for auction at the Carnvial
 - h. Other Duties
 - i. Photographer: Krista Puruhito volunteered to take photos during the Carnival
 - ii. Snack Shack: Needs volunteers to run shack the night of Carnival. Must be an adult.
 1. Cami Mitzen to go to Business Costo to purchase snacks for the snack shack
 - iii. Face Painting and Hair: Need volunteers. Mandi Tollison to contact Rachel Lloyd to see if she still has last year's contacts
 - iv. Banners: Need informational banners for the Carnival. Cami Mitzen to look for vendors.
 - v. Poster Contest: Megan Minkle to organize contest, Paulett Greer-Sutton to create flyers for the contest
 - i. Carnival Meals: Pearl's BBQ will need to qualify for permits (Maricopa County Special Events Permits) in order to provide food for the Carvinal. Mandi Tollison to put Jennifer Badgett in touch with a person who



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has experience in obtaining the correct permits. This needs to be done quickly or another qualified food vendor will need to be obtained instead due to liability reasons.

- j. Basket Auction Proceeds: It was decided that the split between teachers and the PTO will change from 30/70 to 40/60; respectively. Motion to Approve – Shana Bereche. All in attendance in favor.
- k. Highland Arts Elementary Website PTO Section: Need to contact Janet Haskill to remove old Carnival information

2. Mountain View Parade

- a. Setup is at 4:00 pm at Hale Elementary School. Big Red from the Cardinals and Howie the Hurricane will be in attendance. This year's float will feature Fuel Up to Play 60 theme. Special guest star – Dairy Cows (not real ones 😊)
 - i. Need Glue, Newspaper for the float
 - ii. Volunteers need the week of the parade. Meet at Cami Mitzen's house between 5-8pm.

3. Teacher Appreciation Pot Luck

- a. Sign-up Genius is set-up. Callouts need to alert parents of upcoming event. Shana Bereche to post Facebook announcement and write blurb for callout with details about the event.

4. Mural & BBQ

- a. Community event is set for 11/2 from 10am to 1pm.
- b. Artist to meet with kids for three days to discuss mural and create design
- c. Entire south wall will be painted
- d. Christy Cuddy to contact vendor about donating food for the event.
- e. Need to create flyers, callouts and blast social media

Other Business

- 1. Megan Minkler won a Carnival Wristband

Next Meeting

Tuesday, November 5th