



## PTO MEETING MINUTES

January 7, 2020

### Attendance (10)

Tina Reitzel, Paulett-Greer-Sutton, Krista Puruhito, Christy Cuddy, Jennifer Armstrong, Lolitta Schultz, Amanda Buckley, Karyn Lowther, Carol Brereton, Rachel Manwaring

### Treasurer's Report (As of January 2020)

1. Current Balance: \$19,200
2. Income: \$11,955; Expenses: \$15,025
3. Shades Update: Highland will be installing two more gates by the Kiss N' Go lane for student safety and to relieve the bottle neck that might occur with the new pick-up changes. Shades are on hold until this process is complete. Christy to send out an email to update parents on progress.

### Upcoming Events

1. Teacher Appreciation Dinner: January 14
2. Spring Coin Drive: January 21-25
3. School Spirit Week: January 25-31
4. Teacher Appreciation Snack: February 7
5. Ream the Teacher Week: February 10-14
6. Fun Run: March 6

### Teacher/Staff Requests

1. Carol Brereton requests paint for a classroom mural, in which she and the students will paint together. She asks for \$100.00 for materials. Paulett Greer-Sutton motions to approve, Cami Mitzen seconds the approval.
2. Amanda Buckley requests funds to pay for band student pizza dinner during MTV Band Fever Festival. Total amount is \$76.00 (38 students, \$2.00 each). Tina Reitzel motions to approve, Cami Mitzen seconds the motion.

### New Business

1. Coin Drive
  - a. Lolitta Schultz and Jennifer Armstrong volunteered to pick up coin buckets on Friday, January 25<sup>th</sup>. They ask that teachers bring their buckets to the library.
  - b. Tina Reitzel and Krista Puruhito volunteered to take the change to the casino in exchange for cash.
  - c. Krista Puruhito will distribute flyers to teacher Wednesday, January 15. Paulett Greer-Sutton to have soft copy of flyer ready for Krista by Tuesday, January 14.
  - d. Christy Cuddy to do a call-out on Monday, January 21 to remind parents of the event.
2. School Spirit Week



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- a. The event is sponsored by the PTO Garden/Fuel Up 2 Play 60. Each day will have a different theme. Students will be display their Superbowl predictions.
  - b. Jamba Juice will be available after school on Friday, January 31 from 2:45-3:15. 20% of the proceeds will go to the PTO Garden. Jamba Juice will offer three flavors at \$3.00 each.
    - i. Contact Jamba Juice to let them know that the school parking lot is busy at that time of day and they will need to come at least 15 minutes early to get a parking spot.
3. Paper Drive
- a. Kids drop off paper with their teachers.
  - b. PTO board to send out alerts on Facebook for paper sales ahead of the event, so that parents can buy paper early.
  - c. Cami Mitzen to text Mandi Tolison to see if she can be in charge of "Punishment Day" again.
4. Fun Run
- a. Schedule is as follows:
    - i. February 24<sup>th</sup> Pep Rally: K-3<sup>rd</sup> 1:00 – 1:45pm; 4-6<sup>th</sup> 1:45 – 2:30pm
    - ii. February 24<sup>th</sup> Staff Meeting: 3:00 – 3:30pm
    - iii. March 6<sup>th</sup> Fun Run: K-3<sup>rd</sup> 8:30 – 9:30am, 4-6<sup>th</sup> 9:30 – 10:30am
  - b. Goal is \$15000 for general purpose PTO expenses such as teacher requests, scholarships, etc.
  - c. Christy Cuddy is taking all suggestions for incentives if we reach out goal. Last year she was slimed.
  - d. Rachel Manwaring and Tina Reitzel volunteered to help with event updates
  - e. Conference call with the board and Boosterthon on Monday January 13 at 11:00am.
5. PTO Teacher Appreciation Dinner
- a. January 14 at 4:00pm. PTO to provide pizza, salad and drinks. Christy Cuddy suggested ordering 10 XL pizzas (combination of pepperoni, veggie and combo). Krista Puruhito volunteered to get the food from Costo before the event.
6. Teacher Appreciation Snack
- a. February 7<sup>th</sup>. PTO to provide bagels, cream cheese and fruit. Lolitta Schultz volunteered to get the food for the event.
7. Spring Parking Lot Sale (Central Christian)
- a. Single spaces will be \$25 each. Two spaces \$40 total.
  - b. Paulett Greer-Sutton to send Christy a Save the Date flyer to email to parents.
  - c. Paulett Greer-Sutton to look into reserving the spaces via the PTO website.
  - d. Jennifer Armstrong volunteered to be the point person on this event.
  - e. Krista Puruhito would like the Highland nurse to pick over any remaining items for students before they go to Sunshine Acres



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### Other Business

1. Krista Puruhito volunteered to look into Zoom as a way for parents or teachers to join PTO meetings from home.
2. Karyn Lowther would like to do another Box Top run for the Spring.
3. Authorized bank users need to be changed. Remove Tina Reitzel and Shana Breche and add Krista Puruhito, Paulett Greer-Sutton and Lolitta Schultz.

### Interim Elections

1. Treasurer
  - a. Current Treasurer, Tina Reitzel is resigning, effective 1/7/2020.
  - b. Krista Puruhito has volunteered to fill the position. Paulett Greer-Sutton nominates Krista Puruhito for the position of Treasurer. Votes in favor: 10, Votes against: 0
2. Vice President
  - a. Current Vice President, Cami Mitzen is resuming the duties of President, effective 1/7/2020.
  - b. Lolitta Schultz has volunteered to fill the position. Krista Puruhito nominates Lolitta Schultz for the position of Vice President. Votes in favor: 10, Votes against: 0
3. President
  - a. Current President, Shana Breche is resigning, effective 1/7/2020.
  - b. Cami Mitzen is resuming the duties of President as per PTO bylaws.

### Next Meeting

February 4, 2020