

## **Meeting Minutes 11-30-18 Green Trails PTO meeting**

Minutes: 9:30-11:00 AM

In Attendance: Rene Sommers, Andrew Ging, Katie Nagus, Brooke Senior, Arianne Martinez, Martha Hicks, Risa Shyres, Leah Curran, Kathy Lake, Katie Rees, Laura DeWoskin, Emily Frese, Shelly Nelson, Jennifer Heinz

**Last meeting minutes-** motion to approve by Kathy Lake and Emily Frese to second. All in favor.

### **Principal's Report: Rene Sommers**

1. Grandfriends from GT Church- invite to crews or into classrooms to read in classrooms; There are 8-9 grandfriends; the kids sent letters and made cards for them.

2. Kathy Lake to stay on as president for a 3rd year to help support Leah Curran. Caroline Hoff stepping down due to personal reasons. Will make a motion in January to because of the bylaws says position is 2 years.

### **Secretary Report: Emily Frese**

1. PTO Bylaws- a few minor changes. Need to update and change positions. Will print bylaws for the transition meeting. Will put them on the website. Secretary to revise with President every other year.

2. 41 Welcome Bags have given out. Ordered "Future Gator" Spirit Wear to be given out to new babies at GT.

### **Treasurer Report: Shelly Nelson**

1. Insurance- not paid yet; don't have an invoice

2. Shelly- budget questions

A. Primary give back - where does it go in the budget? Does it go under community partnership and needs a line item in the budget?

B. Where does money from trunk or treat go in the budget since this year 5th grade didn't do it? Will stay in 5th grade.

C. Paypal questions- Shelly to talk to Katie

D. Carnival questions- will talk to Chairs

### **Fundraising Report: Katie Nagus and Brooke Senior**

1. Dine and Donate- Jason's Deli 11/29- went well
2. Checks from Panera and Chilis received
3. Dec 13- Which wick

January - Panda Express

Brooke is working on Old Spaghetti Factory for February

4. Green Envelope \$2000 so far but down from last year. Budget \$9-10,000. More envelopes going out next week. We haven't announced what the money is for. Talked about the a light up marquee, playground equipment to attach to what we have, stencils for Twister, Shoots and Ladders, and games on the playground, dart board, (Girl Scouts will help paint with the stencils). Chess pieces- need a garden box

Katie to talk to Arianne about ways- to reach people in ESOL for what Green Envelope it for.

5. Trivia Night- things going well. Solicitation letters in the office. Next Thursday is the Trivia Night meeting

6. Katie-looking into [canva.com](https://www.canva.com)- put flyers online- previous flyers are on there.

### **Programming: Martha Hicks**

1. Trunk or Treat discussion next meeting

2. Winter Social Event- Rachel Toledo- Sky Zone Winter Social Event January 2nd at 1-3 pm

3.Passport Night- Arianne and Brooke talking to Mrs. Wachli - food policy- follow basic food protocol with prepared with gloves and list ingredients and parents present. Video with the ESOL kids saying Welcome to Passport Night in their own languages.

### **School Services: Katie Rees and Jennifer Heinz**

1.Kindergarten Registration- January 23rd

2.Winter Celebrations- 400 random acts of kindness- Thurs Dec 20 except for 5th grade. Fun winter relay in the gym and then go to classroom for the acts. PE- simple relay coffee filter to make a snowflake and then go to the classroom and work on random acts of kindness. Teacher given sheet with acts of kindness with instructions. Convey how big this is. Snowflakes and collects and hang them up in the entry for “Caught us in a flurry of kindness”. Post pictures of kids doing random acts.

3. 5th grade- luau (Dec 19th) -and the acts of kindness will be in their classroom.

### **President’s Report: Kathy Lake**

Upcoming dates-

Dec 14th PTO gift wrapping and Choir performance- (Unlimited Gift Cards on the sign up genius to purchase items needed for students (PE shoes, etc))

Winter celebrations 12/20 and 5th grade on 12/19

Winter break 12/21-1-2

Passport Night 2/13

Trivia Night 2/23

District Safety Advisory Meeting- Elementary Vestibules scheduled summer 2020 or before

Next PTO Board Meeting- Jan 25th 9:30-11

### **President Elect: Leah Curran**

Leah- concerns about Caroline stepping down and help for Kathy; Leah to step up now? Jenn Sagett may help out and 2 Board members on maternity leave

Volunteers needed: Used book sale (Risa and Shelly will chair)

Cardinals game need volunteers

When emailing dates for events- include Denise and Brooke Griffin so she can put on Facebook