

PTO Executive Board Meeting  
Monday, September 13th 5:30 pm  
Zoom Meeting, Phoenix AZ 85048

**In attendance:**

Julie, Colleen, Katie E, Rhonda, Shannon,

**Welcome**

- Review Previous Meeting Minutes - no notes
- Approve – *Approved, Upload to website*

**Treasurer Updates**

- Checking Balance \$50,947 - *balance matches.*
- Grant Envelope
- Committee Budgets - *Chairs typically get an email letting them know what their budgets are. Julie will get a list of all of the committee chairs.*
- APEX wanting our log-in information for square to set up on their end. *We are hesitant and will look into how we can get square set up without having to share password info.*

**Teacher Requests**

- Mats for All Classrooms (28) - Estimated Delivery 9/14
- Ms. W. - Wood Pieces for Spin Art Project \$79.50 *We will vote via google forms.*
  - 6" diameter wood circles
  - \$0.75/piece - 106 pcs. to have a few extra
- Gifted - Trade Book Wish List - *Limited books available on Scholastics Julie has researched. To get all of the books would be about \$1,000. Option to get half of the books. Voted: Doing \$500 toward gifted books and will use the \$50 of expiring scholastic money for their books.*
  - Scholastic Dollars: \$3,525.34, of that \$50 will expire on 9/30  
*Do we use this for the reading wall or replenish the library? Dr Cupp said we can hand out books this year. We will vote on this via google forms.*
- Extra Shirts for Kids in Need - 13 Shirts - *Approx. Cost \$130. Can we use old shirts? We have about 30 kids shirts left. Sizes large and x large. Do a possible option for "buy a shirt for a buddy" on future orders and parents can get a shirt for a kid in need.*
- Capital Improvement: Water Fountain ordered 9/2 - *Do not know ETA Hope it will be here by end of year. Once water machine is in we can sell water bottles.*

**Family Dinner Night**

- Kona Ice: \$166
- Barro's: \$293.68
- BJ's: *waiting to hear.*

**Fundraising**

- Sponsor Outreach - Shannon Update - *We are all set for outreach. Will see if there is another board member who would like to assist. Sending the list from 2019 to the board*

*to see if they have any personal relationships with anyone on the list so they can do the asks.*

- Raffles - Shannon Update *Will get these done by end of week. Want to get them in time for the Pumpkin STEAM event, regardless of if it is in person or virtual.*
- Take Out Tuesday / Family Dinner Night - **Dr. Cupp to Pre-Approve Locations/Dates** *May need to reschedule some of them as they fall on Governing Board meeting dates.*
  - **Location Ideas:** Texas Roadhouse, Chick Fil A, MOD, Panda Express, Chipotle (April), Sonic, Smallcakes, Yoasis, Peter Piper Pizza, Yummies, Zoyo, Zzeeks, Honey Baked Ham (Nov/Dec)
  - Modern Market Eatery - will donate 30% ([reserve date](#))
  - Kneaders Bakery & Cafe - will donate 20%
  - Caffe Boa - will donate 15%
- 9/9 – Skateland - raised \$186

## Updates

- APEX
  - Vote: Event - Remix, Fun Run, Obstacle Course, *Currently scheduled for the obstacle course. Dr. Cupp would like us to raise money for shade structures to cover the new tables, which would need district approval. If they go beyond gates, need City of Phoenix approval as well. Also, a Character Education program. Playworks could be an option.*
  - Volunteers: *Could we have 5 volunteers, makes and spread out? Dr. Cupp asked. They said, "only the crucial amount of volunteers you can get away with". Touch base with APEX to see how many volunteers we would need for the obstacle course (minimum).*
- STEAMfest Planning or optional event *Moving forward with in person right now. Rhonda will meet with folks to determine where we are with this. Friday, October 29th is the suggested date.*
- Conference Meal Options - October 20 & 21 *Possibly Honey Baked Ham boxed meals for them. Do we bring in the Hospitality Committee for this? Katie is going to reach out to them.*
- Reading Wall
  - Rewards: Oct - Bahama Buck's, Nov - Panda Express, Dec - Chick-fil-A
  - Reading Hour Goals for School: 25,000 PJ Day - 50,000 Popsicle Day or bring stuffed animal/reading buddy to school - 75,000 (tiered or single goal) *Dr. Cupp is good with any of these options.*
    - Big Prize Ideas from Committee
      - Duct Tape Dr.Cupp/Mr. James to the wall
      - Silly String Dr.Cupp/Mr. James (maybe the class that submits the most logs)
      - Dr.Cupp/Mr. James sing a Disney song
      - Music at lunch as a reward - Ms. Mulkey might be able to help with a playlist. Maybe glow sticks, small flashlights, or finger lights as a small reward prize.

- 100 logs/month from each of the double grades = 4,800 hours/month (31,000 hours/year)
    - 100 logs/month from all grades = 9,600 hours/month (67,200 hours/year)
- Spirit Shirts from Years Past
  - All kids sizes to Ms. Patti - 30
  - Non-dated selection of adult sizes as extra for new staff - A few shirts
    - 60 available
    - Waiting to hear if Ms. W would like for a project
  - Donate remaining to Resource Center
    - 20 Dated
- Spirit Stickers
  - Lion: 100
  - Round: 31
- Banner Approvals- must be approved by Dr. Cupp and comply with district guidelines Governing Board policy KHB and its regulation, KHB-R, state that only the District can sell ads on our property. For parent organizations, this means it's important not to promote fence space as part of a transaction (i.e. donate to our fundraiser, and we'll let you put an ad on the fence).

However, we LOVE our PTOs and do not like a blanket "no" to banners, so here is our current guidance:

- Parent organizations may hang one (reasonably sized) banner on a school fence at a time.
- The banner can be up all year or change out every couple of weeks, your choice
- The banner can feature a single sponsor/partner or as many as you can fit
- The banner should not be a straight advertisement. It should have the PTO featured in some way (i.e. "Monte Vista PTO thanks *BUSINESS XYZ*")\*\*

\*\*The idea here is that you can then, instead of selling an ad, offer a sponsor a PTO thank you banner on the PTO's designated fence spot.

- Student Council - runs spirit week - Approved our proposed dates *They had their first meeting this year and approved our suggested dates and themes.*
- Reimbursement Request form - updated. More user friendly online
  - **Vote to approve or deny**
- Committees - sign up to be liaison, would like all spots filled ASAP. Reach out to chairs to check-in
  - Snacks for Teacher lounge - Huge success!
    - Amanda Garbade working on dates - budget?
- School Cents *We are currently 11th place. Julie will look to see what the first and second place people are doing on social media.*
  - [Current standing as of 8/31/21](#): 11th place with 87,335 points
- Box Tops *Shannon collected the Box Tops from the office. Will send in this week and will collect monthly (or as needed) moving forward.*

### Upcoming Events

- 9/19-10/2 - Jcrew: will donate 10%. Drop off Monte Vista shirts to dress mannequin display

- 9/21 - Takeout Tuesday: Bahama Bucks
- 9/28 - Takeout Tuesday: Chipotle 4-8p - will donate 33%
- 10/11-10/22 – APEX: Rockstar Rob. Obstacle Course. Preschool is included.
- 10/12 - Takeout Tuesday: Papa John's
- 10/16 - Goodwill Fundraiser
- 10/26 - Takeout Tuesday:
- 11/9 - Takeout Tuesday: By the Bucket - will donate 15%
- 11/23 - Takeout Tuesday:
- 12/7 - Takeout Tuesday:
- 1/4 - Takeout Tuesday:
- 1/8 - Goodwill Fundraiser
- 1/18 - Takeout Tuesday:
- 2/1 - Takeout Tuesday:
- 2/15 - Takeout Tuesday:
- 3/1 - Takeout Tuesday:
- 3/29 - Takeout Tuesday:
- 4/12 - Takeout Tuesday: Bahama Buck's
- 4/26 - Takeout Tuesday:
- 5/10 - Takeout Tuesday: