|  |  |
| --- | --- |
| Logo  Description automatically generated | **Meeting Minutes** |



Meeting Date: December 7, 2021

Meeting Time: 6:00 pm

Meeting Location: Meeting held remotely via zoom

Zoom Invitation and Link: TBA

PRESENT: Jennifer Andreevski, Stacy Wallace, Carryn Warren, Andrea Katotakis

GUESTS: Stephanie, Kelly Elsa

1. 6:02pm Call to Order
2. 6:03pm Roll Call and Introductions
3. 6:05pm Treasurer’s Report
	1. We have $1,185 from donations for teacher/staff holiday gift cards and will be used for that purpose
	2. We recently spent $585.24 to provide for the Pastries with Parents event at the school's celebration on Friday 12/3
	3. We also purchased two speakers at a cost of $229.00 each plus tax and two 60-cup coffee urns at a cost of $78.98 each plus tax for use by the school at future events. Both were used at the school's celebration on Friday. With tax, those items came to $667.55
	4. $3,756.60 current funds (including funds from item a)
4. 6:07pm Updates/Announcements:
	1. Purchase of sound system given to school (now school property)
	2. Purchase of 60-cup coffee makers for events given to school (now school property)
	3. Spirit shirts and zip up hoodies, the PTO made about $506
	4. Holiday/winter gifts for teachers/staff, we will purchase gift cards along with cards to put them in
	5. Start of third quarter breakfast - we will Stephanie/Stacy will purchase, drop off (on 1/11 at 4:30 or 5:00pm) and Carryn/Jennifer will setup Wednesday 1/12 about 7:30am
5. 6:12pm Discussion of Use of Remaining Funds
	1. Mrs. Katotakis indicates that she will take the time to consider the school’s needs
6. Discussion of Potential Activities
	1. Nothing Bundt Cakes or See’s Candies are possibilities, but we will decide that next quarter. So not to conflict with popcorn (towards Valentine’s) or the Fun Run (which will be in March) we may not do any fundraisers besides Teacher Appreciation Week.
7. 6:20pm Questions and Answers session with Principal Katotakis -and- Public Comment
	1. **Principal Katotakis announcements:**
		* Winter Festival dates and times provided in weekly principal update
		* Spirit Week will be December 13-17, details in principal update
		* Early Release Days December 16 and 17th at 11:20 and 11:40
		* Clubs ended this week. The second half of the school will sign up next term, and kids who were not selected for Fall clubs will be given priority
		* We now have a Reading Interventionist to assist students with reading and are looking for a Math Interventionist
		* Report Cards will be sent out after break
	2. **Volunteers for Fun Run or Popcorn?** Since we are having it outside we can perhaps use volunteers for the Fun Run, and perhaps help with the Popcorn
	3. **Will there be a Saturday program for kids in need of extra help?** Yes, for additional skill building in February/March timeframe
	4. **Can students leave class to watch their sibling perform during the winter concert?** Mrs. Katotakis will let the kids know, she is not sure
	5. **Can we get an idea of teacher/staff birthdays for gifts?** Yes, Mrs. Katotakis will ask if teacher/staff will provide their birthday, and the PTO will then determine what type of gift would be appropriate and how it would be executed.
8. Next meeting: February 1st, 2022 at 6:00 pm (held remotely)
9. 6:40pm Adjournment