

PTO December Meeting Minutes

December 12, 2023

Called to order at 11:54 am

I. Approval of 11/17/23 Board Meeting Minutes

- a) D. Dellinger made a motion to approve; K. Crabtree second; motion passed

II. President's Update

- a) Shared situation with Formsite vendor during Bucks for Bush fundraiser; updated Board on costs to renew the platform and the fact that a PTO member who has not been involved with Bush PTO was the contact on the account. J. Aker renewed contract and platform was quickly up and running for the fundraiser.
- b) Request submitted to CISD for a vendor quote for playground improvements; CISD has not been responsive. J. Aker to follow up with Mrs. Thompson to update her on the situation and request that she nudge CISD on a response
- c) Discuss 4th grade bricks installation with Mrs. Thompson, specifically the process with CISD to get a quote to get purchased bricks installed this Spring
- d) Following up with Mrs. Thompson to discuss space limitations for Bonanza and determine where to relocate inflatables, DJ, children's raffle and other activities that were historically stationed on the blacktop where the portables are now located
- e) Maria working with Oana to identify vendor for next year's school supplies; need to determine if we're going with same vendor given all the issues we encountered this year
- f) Provided updates on status of directory and costs associated with online platform to host directory; discussed the history with directory and decisions that were made by previous Board to contract with a vendor to host it. Board asked about other things we could do with DirectorySpot and possibly hosting website next year through same vendor. Shared information about Membership Tool Kit, a platform that other schools use for their website and directory needs. Discussed exploring the idea of compiling our own directory without the use of a vendor to host it so that we can get it done earlier in the school year. All agreed we should look into these ideas/options for next year (2024/25), but given timing and the need to get directory up and live, all agreed to proceed with DirectorySpot for 2023/24 at a cost of \$650 although it was not originally budgeted for. D. Dellinger made a motion to proceed with DirectorySpot for \$650; L. Duval second motion; motion passed.

III. Treasurer

- a) Net Revenue: \$31,177.22
- b) Fall Fundraiser Income: \$52,241.08
 - o Online donations made through Bucks for Bush
 - o There are a few checks pending from employer matching donations
- c) Income from Spirit Wear is a bit lower than anticipated but we may be able to make up for it this Spring with pre-sales for next year
- d) Cash on Hand: \$81,772

IV. Fundraising

- a) Jingle Bell Run Learnings – received positive feedback from teachers, staff and parents regarding the event. Discussed the idea of keeping it for next year. Consider doing promo for each grade separately
- b) Bucks for Bush Learnings - consider doing the actual fundraiser earlier in November to avoid potential considerations with spending too close to the holidays. We need to look into an online platform to alleviate the extensive amount of time/manpower that it took to track, monitor and analyze numbers by class and grade levels. Discussed looking into the Membership Tool Kit other schools use to see if online fundraising is an option through that platform. Discussed doing grade-level



- c) Yard signs – revisited the idea of getting yard signs and selling them a movie night; discussed the cost vs. the revenue it would bring in and the fact that when PTO did this years ago they did not sell well and PTO had to reduce cost of signs just to break even; explored the idea of doing pre-sales before placing orders, or printing a small quantity and doing a second order if there is demand; at the end we all agreed to table it until next school year given everything else we have going on. Members also brought up the idea of selling Bush decals as part of Spirit Wear; all agreed to consider this as well as part of next year’s Spirit Wear packages.
- d) Leftover Spirit Wear – we have some leftover hoodies from this year’s Spirit Wear, as well as a few T-shirts from last year that we could sell or give away; agreed to use last year’s items as prizes/give-aways at PTO events and this year’s leftovers for sales at Movie Night.
- e) Bonanza Planning
 - o Food and Drinks
 - Need to streamline as last year was a bit chaotic with the high school volunteers trying to manage the station and a PTO member managing it while trying to enjoy event.
 - Discussed the idea of just doing pizza, drinks and a cookie vs. giving people options of pizza and BBQ.
 - Committee to reach out to different groups to get volunteers to assist with food station.
 - o Committees/Roles
 - A. Leaper, J. Terracina, K. Jannasch and T. Woods volunteered to be part of Silent Auction committee.
 - L. Blasingame will assist with Entertainment again this year.
 - A. Swikert has already purchased children’s raffle items and is coordinating that activity again this year.
 - P. Blue volunteered to help wherever help is needed.
 - o Silent Auction
 - Need to find a platform to do our silent auction which will be online this year; K. Crabtree and J. Aker looking into options, including 32Auctions, which PTO previously used and is used by Mitchell and other CISD schools
 - Brainstormed ideas/businesses to reach out to and solicit donated items for auction, including birthday party venues, new local businesses in the area, etc.
 - o Entertainment
 - Discussed hiring a DJ vs. asking M. Lord’s husband to DJ and L. Sarti to borrow speakers; J. Aker, K. Crabtree and L. Blasingame to consider options and make a decision
 - Discussed getting rid of the cake walk since teachers aren’t fond of it and it isn’t that popular among students/parents; consider replacing with a 2-liter toss or other activity
 - J. Terracina mentioned that S. Hoppe has a connection to DJ Woody and she may be able to ask him to come to Bonanza; J. Terracina to discuss with S. Hoppe

V. Services

- a) Yearbook - L. Duval shared draft of yearbook cover which was designed by Ms. Bright and 4th grade students. Discussed uploading photos and using the Balfour app vs emailing vs Google Drive for photos; K. Jannasch volunteered to upload photos to the app if PTO members want to email them to her using the yearbook Gmail address
- b) Next Year’s School Supplies – J. Aker to follow up with M. Lord on where we are with identifying vendor and making a decision soon so that we can start preparing for Spring pre-sales

###

