



# PTO Meeting Agenda

December 17, 2013

5:30 PM – Library

1. Welcome
2. Treasurer's Report
3. Projects:
  - a. Various Projects – James Garton  
No work day scheduled. I'm talking with one dad to get coat hooks built and shelves for Ms. Cara's room. We're talking about working for a couple hours on two week nights- one to paint, the other to install. These are jobs for two or three people, 15 would be bored quickly. Outside, we've got the pavers path on hold waiting on construction, and playground improvement project, the latter will likely be completed in the next three weeks. Indoor Projects: Coat Rack for Backpacks for 6<sup>th</sup> Grade; Shelves for Nurse; Removal of library green line/trim; Restroom hook and shelf for Kindergarten classroom restrooms; K-classroom art line (retractable drying line)
  - b. 5K Run – Lorrie Patterson
  - c. Long Sleeve T-shirt – Sales went well. All shirts were distributed. A couple were messed up during printing so they were late getting out. All Star was great to work with once again.
  - d. Angel Tree –The additional \$300 was used to help supplement sponsored children that needed another item or two in their bags, mostly school clothing. About 90 children were sponsored with a couple of those being high school students and less than ten being younger siblings of current students.
  - e. Upcoming Events/Projects:
    - i. Valentine Carnation Sale: Jerilyn Boles – Pre-ordered 2,500 carnations from Publix at \$0.79 plus tax each, pay when we pick them up. Will change the order form for this year to have a deadline of February 13 to avoid running around the day of trying to fill orders. Need workers the days ahead and of to help prep labels and distribute. Overall, not really a money maker but a fun thing for the students
    - ii. Teacher Appreciation Week: May 5-9. General plan – 1) provide delicious lunch for the teachers and staff. Need meal leaders for each day – you set the menu and what you want people to bring. Last year food items were broken down into groups of about \$10 so people could bring without breaking the bank. Many parents participated. 2) provide treats/encourage students to treat the teachers each day – anyone want to head up asking for donations to be able to do door prizes?
    - iii. Chocolate Fountain for teachers: Is there a good day? Last year it was moved away from valentine's day.
4. Funding Requests:
  - a. Library, Mrs. Williams: Books for the Battle of the Books- \$275.84  
Books to be read as part of the program. All books are hard back or library binding to stand up to the wear and tear of multiple check outs. "I am continuously looking for ways to increase reading in our middle schoolers. Last year we started a summer reading program and did not get the response I was hoping for. Battle of the Books is a middle school competition for a district title that works like a Quiz Show. Students read the set of books and win points for correct answers about them." "Hoping to be an annual request so we keep the required books on the shelves, fee will adjust slightly depending on books we have or don't.
5. Old Business: Woodmen of the World is donating flags to our school. They would like to present them to the school at a time when they could get the most publicity. Due to the "snow out" of the December concert, the Woodmen will come to the spring concert.

- 6. New Business:
- 7. Next Meeting: Tuesday, January 21; 5:30 PM, Library;

## COE PTO Treasurer Report

**December 17, 2013**

	DATE		DESCRIPTION
<b>Beginning Balance</b>		<b>\$ 8,283.27</b>	
<b>Deposits</b>	12/17/2013	\$ 2,851.00	Fall T-shirts
TOTAL		\$ 11,134.27	
<b>Purchases</b>			
	11/19/2013	405.42	Teacher request & \$20 for cheerleading from Fall Festival uniform sold
	11/19/2013	\$ 1,259.50	Cards for Christmas Angels
	11/19/2013	\$ 74.50	website (reimburse Lorrie Patterson)
	11/19/2013	\$ 1,973.25	Fall T-shirt/sweatshirt order
TOTAL PURCHASES		\$ 3,712.67	
<b>CHECKING BALANCE</b>	<b>12/17/2013</b>	<b>\$ 7,421.60</b>	

Upcoming/outstanding Expenses:  
 Mulch & Playground renovation:  
 Reimburse for Dr. Setterlund Meeting food: \$70ish  
 Reimburse for extra spent to supplement angel gifts: \$300