

## Montclair PTO Meeting Notes – Tuesday, January 23<sup>rd</sup>, 2018

The meeting was called to order at 7:00pm. There were 6 in attendance: Catrina Alexander, Brittany Marshall, Wendy Nelson, Nikki Clark, Katie Lethcoe and Kelly Ealy.

**Secretary's Report:** Wendy Nelson reviewed the minutes from the 10/24/2017 PTO meeting. The minutes were approved with no edits.

**Review Budget/Treasurer's Report:** Brittany Marshall reviewed receipts and expenses and shared the treasurer's spreadsheet.

- PTO bank balance as of 1/23/18 was \$29,390.82.
- PTO received checks for food nights from Popeye's and Five Guys. We also received checks from Amazon Smile and TAGG programs.
- Brittany issued checks for ELL t-shirts from fund request and a choir event fund request. PTO gave a Thank You gift to music teacher, Sara Alswager (\$75 Amazon Gift card) for all of her hard work and effort for the Montclair Choir to sing the National Anthem at the Lancers hockey game on 12/1/17.
- Brittany indicated PTO has spent \$6,000 this year and brought in \$4,600.
- As of Oct, 2017 we had \$2,229.00 in the scholarship account. We will give out a \$1,000 scholarship this spring which will leave \$1,229.00 in that account. We'll need discussion to fund the scholarship account later this school year.
- Insurance: The insurance for Montclair PTO expires at the end of Jan, 2018. It is \$980.00 annual premium. Discussed shopping around for a cheaper rate.
- Brittany asked if we want to move some of the \$29K in the PTO checking account with First National Bank to a 6 month CD to earn some interest. It was discussed and approved to move \$20,000 into a 6 month CD and leave the remaining ~\$9,000 in the checking account. Open checks to write will be 1) Pancake Man (\$800-\$900) and the arts funding (\$5K budgeted).

### Fund Requests:

- Harman & Reid requested funds to match a grant proposal through the NAC.
  - We discussed setting an expectation of no more than \$300.00 for materials if possible.
  - We discussed that we have \$2,555.00 left out of the \$5,000 arts budget we have for this school year, so the money for this would come out of the arts budget.

#### Artist in Residence:

**From:** Dorothy Harman <[dmharman@mpsomaha.org](mailto:dmharman@mpsomaha.org)>

**Date:** December 11, 2017 at 4:56:32 PM CST

**Subject:** Artist in Residence

PTO,

Thank you so very much for your continued support of the Arts for our students! We appreciate the \$5000 set aside for these purposes.

Kim Reid and I have written a Nebraska Arts Council grant for an artist to work with all 1st and 5th grade students at Montclair for 5 sessions per grade level.

I have a copy of the detailed lesson plan provided by the artist if you wish to review.

A NAC grant requires matching funds.

We are requesting:

1. \$945 to match the grant
2. \$300 for planning and purchasing materials
3. Reimbursement to the artist for materials she purchases and presents receipts

We hope to begin the residency on Jan 24 pending approval from the NAC.

We will contact you once the grant is approved.

Mrs. Dorothy Harman

### Montclair Birkel Scholarship:

- Nikki Clark advised that the due date for the Birkel Scholarship is March 1<sup>st</sup>, 2018. When the applications are in, the Montclair PTO Board will review the applications and vote on a winner and a runner up.

**Holiday Tea:**

- Was held on 12/13/17 and was a success!
- *\*note for future Sign up Genius requests for volunteers to please add their cell number so we can contact them.*

**Fundraisers:*****Hy-Vee Receipts:***

- Kelly Ealy turned the receipts collected in to the StonyBrook Hy-Vee. She expects ~\$210.00 reimbursement from Hy-Vee. PTO will get that check later this year.

***Pancake Man:***

- Event to be held Thursday, 1/25/18 from 5-7pm.
- As of our meeting time, there were 132 pre-orders for Pancake Man (\$6.00 a plate for pre-orders). Last years' pre-sales were 282.
- We have 5 volunteers from Kohl's coming.
- Some Treasure Jars have been turned in – these will sell for \$3.00 a jar the night of Pancake Man.

***Chipotle Food Night:***

- To be held Tues, Feb 27<sup>th</sup> – Chipotle will donate 50% of amount over \$300.00 in sales to Montclair PTO.

***Celebration Marquee:***

- A flyer to sign up and pay \$20.00 (to Montclair PTO) for a special note to your child to be displayed on the Celebration Marquee outside the front of school has been sent home at beginning of school year in Friday folders. The form is also available on the PTO website <http://montclair.mpsomaha.org/pto>
- Catrina Alexander is the coordinator for the Celebration Marquee

***Box Top Contest***

- Carrie Hushka is our Box Tops coordinator.
- The springtime turn in date to Box Tops is April 1<sup>st</sup>.

**Conference Meal:**

- We are planning to organize a Taco Dinner for staff during conferences on Tuesday, February 13. Sign Up Genius will be sent out.

**Staff Appreciation:**

- Identify the week (last year was the week before Spring break.)
- We reviewed last March notes on activities we did last year

**“Girls on the Run” (2018-2019 school year)**

- Christine White brought up “Girls on the Run” program for 2018-2019 school year. For 3<sup>rd</sup>-5<sup>th</sup> graders. She plans to volunteer for this next year. She indicated she may have a fund request early next year to help fund the fees for the program if any girls cannot afford to do so. The fees are \$35-\$40 per girl and an additional \$35.00 fee for the 5K race in Lincoln, NE. There are 12 girls to 1 coach.
- Darin from Masonic Center indicated they submitted the application to be a Payback Partner with MPS.
- They will have a Bike Rodeo on May 12<sup>th</sup>
- They will have a Spring Festival on May 19<sup>th</sup> with Bounce House, popcorn and some members of the choir may sing at this event.
- Lodge approved a \$200 fee to Montclair to pay for CAPOW (Dr. Sullivan from UNO). Brittany will contact him to coordinate. The date will be March 29<sup>th</sup> at Montclair at 7pm.

**The meeting adjourned at 8:00pm. Thanks to all for coming and we hope to see you at our next PTO meeting. Next PTO meeting will be held on Tuesday, March 27th at 7:00pm in the Learning Center.**

