

## Montclair PTO Meeting Notes – Tuesday, October 23rd, 2018

The meeting was called to order at 7:00pm. There were 9 in attendance: Catrina Alexander, Nikki Clark, Lucas Shook, Wendy Nelson, Dr. Kotlarz, Kelly Ealy, Megan Walker, Lisa Bowman, and Dana Gudmondson

### **Agenda Items:**

**Secretary's Report:** Wendy Nelson reviewed the minutes from the 9/25/18 PTO meeting. The minutes were approved with no edits.

**Treasurer's Report:** Lucas Shook gave the treasurer's report. Bank balance as of 10/20/18 was \$27,376.00. Lucas provided a summary of the Carnival – Carnival income was \$8,376.35 minus expenses (\$4899.83 – Catering, Supplies, Bounce Houses, and Prizes) left a net of \$3476.52. Lucas provided the PTO budget for this school year. See 2018-2019 Budget Report doc.

### **Discussion of future spending ideas:**

- Large Item Purchase for school (discussion on PTO responsible for playground equipment. Some equipment is aging. Dr. Kotlarz will get an inventory from the district. Future plan to do a rolling inventory and plan accordingly – this is at least 12-18 months down the road).
- Sound system improvements for Gym (discussion on having service call to evaluate current sound system and circle back on suggested improvements).
- Other ideas proposed:
  - Beautify front of school (discussed planters by front door –seasonal flowers and maybe flowers in landscaping)
  - Possibly put a TV in the front entryway
  - Soccer Nets
  - Basketball hoops
  - Repaint lines on playground

### **Movie Night:**

- Montclair Free Family Movie Night was held on Thursday, 12/13/18. We showed “Incredibles 2.” Doors opened at 6:15pm. Popcorn and bottled water was available for 50 cents each.

### **Holiday Tea:**

- Held on Wednesday, 12/5/18. Each year, the PTO likes to give our staff a little holiday cheer by offering some delicious treats in appreciation of the dedication and hard work they have given our kids for the first semester! Sign up Genius was created for volunteers to provide an appetizer or dessert, or help with setup/cleanup. We requested that disposable plates/trays are appreciated, however, if that wasn't an option - please have the dish labeled with first & last name to be returned. We requested 7 each of appetizers (serving size 15) and desserts, as well as paper plates, forks, spoons, napkins and cups. A BIG thank you to the 16 volunteers who provided appetizers, desserts or supplies for the event! Thank you to Catrina Alexander, Nikki Clark and Teri Miller for getting the Teachers' lounge prepared for the Holiday Tea and putting out the lovely decorations! Thank you to Cindy Maxwell-Ostdiek and Wendy Nelson for clean up after the event.

### **Lancers Night:**

- 2<sup>nd</sup> Annual event was held on Friday, December 14<sup>th</sup> at 7:35pm. Montclair 4<sup>th</sup> & 5<sup>th</sup> Grade Choir performed the National Anthem. Lancers will give a portion of each ticket sale back to Montclair PTO. Sara Alswager did a fantastic job with choir on this!

### **Parent/Child Dance:**

- General discussion that we'd like to move forward with planning this event in February 2019. Emily Hartley/Catrina.

### **Pancake Man/Art Auction**

- Emily Hartley will chair the Art Auction.
- Event held on Thursday, 1/24/19.
- In October meeting, we discussed PTO providing funds to each classroom for art supplies for this activity. Board met on 10/11/18 to discuss budget for this school year and agreed to reimburse up to \$50.00 per classroom for art auction supplies. Board has allocated \$1350.00 for this purpose. Receipts will need to be submitted with a fund request form and put in PTO box and Lucas will issue checks for reimbursement.

### **Fund Requests:**

- PTO received a fund request from Ms. Adam for \$170.00 for soccer nets for our field. She indicates will secure with zip ties.
- PTO received a fund request from Ms. Vel for playground balls (pending).
- PTO received a fund request from Ms. Murren for Creative Café - \$182.64 + tax. For 6 classroom supplies (150 students) for this event. Students will make an item and parents can 'buy' the creative item and funds generated will be donated to a charity organization. In the past, they've donated anywhere from \$2500-\$4000 to a Food Bank in Puerto Rico.
- Of note, Catrina put PTO Fund Request forms in the teachers' lounge on top of the mailboxes for easy access.