

**Agenda**

Tavan Elementary School PTO

November 2nd, 2022 6pm

Tavan Elementary School Media Center

**1. Call to Order:** Perla Rivera

**2. Minutes:** Review of minutes from October meeting- minutes approved

**3. Officers’ Reports**

a. President’s Report: Perla Rivera

b. Vice President’s Report: Cheri Pierce

 Ballard called Tavan got an A Rating

 ASA Testing we scored 94% (84% is a B)

 Focus is on growth and retention

c. Treasurer’s Report: Chelsea Hassler and HiJinx final numbers

 will attached Chelsea’s Report

 PPI Membership cost/swag – Chelsea is researching

 Breaking Down Categories

**4. Fundraising**

* Determine Big Picture of Fundraising Goals
	+ 2 larger projects- what are our top 2 fundraising goals
		- Teacher Grant $5000 35 Teachers….
		- Carrie to research Lakeshore
		- Athletic equipment $10K
			* Suns, Dback, Coyotes, ASU, Cards Sponsorships, One Stop, Big 5, Altitude, Sunray, Mercury, GCU,

Scholarships/sponsorships for students for Tavan events

 Buy a ticket for someone else

 Donate to a scholarship to help support a student in need

 Build into budget

 2 hours of volunteering gets you in for free

* + Do teachers get in free to Tavan events? no
	+ Business Sponsorships
	+ Local gift card donations for tinsel. Need about 100 gift cards ideally in the $25-$100 range for tinsel. Shared doc list
		- Everyone send who they can contact
		- Need by December 2
		- Food Sponsor
		- Monday 11/28 bring ornament with gift card or cash
	+ Ideas on sponsorship package- reviewed
	+ Teacher survey results- reviewed see account
* Fundraising items requested by Tavan staff
	+ Sound system (BINGO) – requested item- $520 total, projector, DVD, speak w Stand
		- Cheri Made a motion to spend no more then $600 on Movie equipment, projector, DVD player, Speaker w stands.
			* Motion Passed Unanimously
	+ Teacher's lounge décor – requested item- Hold until end of Renovation
	+ Teacher Coffee Maker- requested item
		- Carrie made a motion to buy a new Coffee Maker for no more then $90
			* Motion passed unanimously
			* Last Coffee Maker we buy
			* Chelsea Will order

**5. Upcoming Events**

* Movie Night
	+ Vote on Movie-Sing 2- YES- Perla will see if she has it.
	+ Who will be in attendance from PTO?
		- Cheri, Amanda, Chelsea H, Chelsea, Carrie (till 6) Perla
	+ Finalize Pricing
		- $5 per person 250 cap on tickets
		- Add a button to sponsor a student
	+ Walk Up Wednesday 11/16 Sale
	+ Everyone check if we need the lights, and sandbags
	+ Pizza, popcorn, snack water- what are we selling and how much do we want to spend- duplicate what we bought at Bingo
	+ Need Ice
	+ Pizza and Candy $2
	+ Water, Soda, Chips, Popcorn, Chip $1
		- $1785 in expenses (Pizza, Candy, Light, Chips, Movie, Sounds System,
	+ What is our revenue goal (Expenses/Rev) $1785- need to sell 250 @$5 to make $
	+ How many volunteers do we need? So SignUp Genius can be created
		- 12 Volunteers- separate different jobs- this is complete
* Tinsel
	+ How many volunteers do we need? So SignUp Genius can be created
	+ 5x people
* Twinkles
	+ How many volunteers do we need? So SignUp Genius can be created
	+ Need to check with Deanne- SignUp Genius done
	+ Need to get district table request in -Perla
* Sweetheart Dance TABLE TO NEXT MEETING
	+ How many volunteers do we need? So SignUp Genius can be created
	+ Book DJ
	+ Submit approval to SUSD for tables
	+ Photo backdrop ordered
	+ What else?

**6. Committee Heads Updates**

* **Room Parents:** Wendy Fischer (Carrie Diekmann to cover)
	+ Volunteer Update
	+ Miscommunication from Ingleside parent (she thought kid was left stranded; she was not)
	+ Will put together a check-out list for student volunteers moving forward
	+ Wendy has been in communication with Arcadia National Art Honor Society about volunteering for upcoming events (will work Santa Claus letter/coloring table at Twinkles)
	+ Wendy to send email to all teacher to send info about students needing financial assistance for events
* **Dad’s Club:**
* **Fundraising:** Amanda Engel (above)
* **Communications:** Chelsea Friday
	+ Tavan Food Drive who is in charge**-** We are CF to do Flyer Cheri to send
	+ T Shirt selling on website all $10
	+ Teacher Pricing
	+ Sale information sent to Chelsea on Friday

**7. HiJinx Notes/Feedback**

* See Document

**9. Broad Approval/Votes**

* Approval for pizza party for Ingleside NJHS
	+ Wendy contact Karen and waiting to hear back on if approved by her
	+ This Motion Passed
* Teacher Items (Lounge) On Hold
* Sound System Approved
* Coffee Pot Approved

**Questions for Julie for Brewing**

Title 1

Questions for Brewing with Ballard:

Twinkle Club

Liquor License

Gym Flooring

Funds for classroom supplies

**10. Adjournment-** Perla Rivera