

**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