**Date: Monday, October 22, 2018**

**Time: 4:00 – 5:00p.m.**

**Invited Members**: **Lisa Abeln, Michelle Anderson, Heather Brown, Elise Kearney, Suzanne Kingston, Terri Noll, Joan Roth, Ashley Hernandez (Fall Festival Chair)**

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| **Elise Kearney** CMS PTO President | * Approval of minutes of Sept. 17 meeting
* Ashley Hernandez presented check for $115 – proceeds from sale of tickets by CMS for Taste of Kyrene from Parent Superintendent Council
* Fall Festival & Supply Drive (Nov. 2) update from Ashley Hernandez, chairperson
	+ Communication plan:
		- printed flyer distributed to students 10/22
		- e-flyer sent by Elizabeth 10/19 and 10/26
		- remind 10/22, 10/25, 10/29 and 11/2
		- marquee – 10/24
		- morning announcements
	+ Games and layout – Ashley and Heather
	+ Jousting/bungee combo - $334.14 (deposit of $100.24 made) balance due day of event: $233.90; located in ramada
	+ Shopping: purchased necessary game items (total $125.01)
		- $52.97 Dollar Tree
		- $28.30 Walmart
		- $43.74 Costco
	+ Volunteers have been confirmed/notified
	+ DJ, dance – Juan Pablo DeLeon, photo booth by Lisa Abeln
	+ Ticket sale & prices (prices established, and signs made)
	+ Michelle posted sign-up for teachers and posted jousting contest participant opportunity
	+ Victor and Doug prepared tables, iced drinks and completed set-up for event
	+ Heather did large sign for front of school
	+ Ashley – did sign-up genius; Elise FB post; ticket sale; Tiffany got donation of soda and water from WalMart; Claudia got water donation from Bashas; Lisa got fabulous donations for raffle baskets
* Teacher conference dinner (10/24) update from Suzanne (location of event- Collella’s room) Volunteers: Suzanne, Claudia, Heather and Terri
* Teacher luncheon – Dec. 21 (no school); Suzanne and Elise to plan
* Dodgeball review; final $12,998.11
* FDN update – Joan
	+ Nov. 20 – Pei Wei (11:00a.m. – 9:00p.m.) updated time
	+ Dec. 11 – Firehouse Subs (4-8:00p.m.)
* Cookie dough sale kicked off today – ended Nov. 5 with delivery in Dec. TBD
* T-shirts, hoodies and jackets have been ordered (included 20 teacher jackets)
	+ paid $ 2,655.84
* FUNDING REQUESTS APPROVED:
* new paper cutter (up to $180) approved and purchased for $123; blinds for office front door $89 (approved and purchased); $1160 for Dodgeball sub coverage
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| **Open Items/** **New Business** | **Old business**: **Next meeting**: PTO General & Executive Board Meeting - November 19, General meeting 4:00p.m. followed by Board meeting |

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