**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 |
| **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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