



January 9, 2020

## Minutes - PAC Meeting

*Board Members:*

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Gayle Olmstead, President	OPEN, Treasurer
Michelle Leineke, Co-VP	Emily Lambert, Fundraising/SCRIP Coordinator
Ail Hurst, Co-VP	Julie Malmberg, Co-Outreach Coordinator
Ande Golden, Secretary	Cassidy Wennesheimer, Co-Outreach Coordinator

*Staff Invitees:*

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Jill Godtland, Site Administrator	Amber Sutton, Site Administrator
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<b>Topic</b>	<b>Owner</b>
1. Welcome; Meeting Call to Order 3:21	Gayle
2. Approve Minutes From:	Gayle
a. November 13 <sup>th</sup> , 2019- Emily motion to approve, Cassidy 2 <sup>nd</sup> , minutes approved	
3. Treasurer Update	Gayle
a. Open position for treasurer:	
i. Interim- PTO will fill the role as needed until a temporary treasurer can be found	
ii. AN inquiry will be placed in the newsletter looking for a treasurer for the second part of this year.	
iii. All open PTO positions for next year will also be highlighted in the newsletter so we can start actively looking for new board members	
b. Budget	
i. Gayle went over the budget in detail noting the areas that need to be addressed and money needs to be moved to the correct accounts. She was working on reconciling the account since it hadn't been reconciled since October.	

- ii. Book Fair- vote to remove book fair from our fundraisers due to lack of time and no chairperson- Julie motioned, Emily 2<sup>nd</sup>, motion approved
- iii. Candy Grams- motion to remove candy grams from PTO responsibility so upper academy and use it as a fundraiser for their fieldtrips. Gayle motioned, Teresa 2<sup>nd</sup>, motion approved.

4. Dining out

Gayle

- a. Chick Fil A 1-14- Amber was going to end out a list of when the teachers are working so the families knew when their teacher would be working. 10% of all sales from 4-7 go to the school, not just the ones that have a flyer. Gayle was going to check to see if we can get the cow or a banner to hang.
- b. Don Quixote 2-4
- c. Gayle is trying to setup Farm Fresh for March and Chipotle for April

5. See's

Emily

- a. \$909 was made on winter sales
- b. Worked out well- reached the second tier and didn't have to pay for the shipping.
- c. Emily is getting the details for the spring chocolate sale to put together dates in March She will present it at our next meeting

6. Skating

Cassidy

- a. Recap of December- down slightly last month
- b. Skate Town 1-10- 2-5pm not many have signed up so far, but hoping more last minute signups will happen. All proceeds go to the school for this event.
- c. Roller King 2-13- last skating of the year since we couldn't get a date in March because they were already booked up
- d. With approval of the calendar for next year, the dates of the teacher work days will be taken into consideration when putting together the PTO calendar so they don't overlap our activities like they did this year. Also, plan extra skate days to earn more money.

7. Barnes and Noble

Julie

- a. Turn out was very poor this year. Little to no school presence in the store kept people from coming in and the date of the event was the weekend everyone went on winter break.
- b. We need: an earlier date for next year, an activity or event at the event so more people will want to stop by and get things. Possibly run it as a fundraiser for upper academy for gift wrapping.

8. Candy Grams

Gayle

- a. Will move to upper academy as a fundraiser.

9. New Business-open for comments or ideas

- a. Amber addressed a concern from a parent who was told by someone on PTO that the school would no longer be operating next year. She discussed with the board how best to address this situation:
  - i. Come to a board meeting to see what's going on and ask questions

- ii. Time line for the new building is on track- the school still has the lease on the current location until October of 2020 as a worst case scenario
- iii. Address this situation with a smiling confident approach
- iv. Talk to Jill or Amber directly
- v. The board is working on as much transparency as possible to quash these types of rumors in the first place
- vi. Bottom line: The school IS NOT in danger of closing. The charter is very strong and the city and city council are very much so in support of the school and the building move. The school is working as quickly and as diligently as possible to get all the paperwork together and through the bureaucracy to get into the new building.

10. Thank you for attending; meeting adjourned- 4:23

Gayle