

Cornelius Elementary PTO  
Executive Board Meeting

**Meeting Minutes**

**Date:** August 15, 2018

**Location:** PTO Office

**Meeting Called to Order By:** Nicole Monacell @ 9:38 am

**Past Meeting Minutes Approved by:** Morgan Williams

**Attendance:**

Nicole Monacell - Co-President

Rachelle Bissette - Co-President

Nikki Rayburn - Treasurer

Lindsay Meekin - VP Fundraising

Jennifer Claussner - VP Communications

Morgan Williams - Secretary

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**SECRETARY:** Approval of past meeting minutes - Approved.

**TREASURER:**

Net Rev: -\$3,637.03

Total with carryover: \$12,972.39

Pay remaining painting: \$7,347.34

Agendas & Spirit Wear

Grant for Books - approved & never used?

**PRESIDENT UPDATE**

Grants

- Green: Grant Request for personalized flexible seating options. (\$54.71) Approved.
- Holbrook gave receipts for meals for trip - we will cover the costs. Approved.
- Personalized learning-flexible seating - push in district for this. We will probably start to see this much more!
- School clubs stipend - Holbrook gave us the list of clubs from last year. District does honorariums for teachers. Ex: Dinkins received \$110 for drama etc. How could we make this work better? \$1000 in budget but we would like ALL teachers to be included. Club Fund/Club Stipend
- District rules: No Assistant can be paid.

Summer Staff Meeting - tomorrow @ 9:50ish

- Speaking - run down the folder and introduce everyone. Have Nikki give a little financial goal talk/go over the budget. Speak on the Ambassador Program (Holly) Lindsay will talk about the Silent Auction. (Grade Basket/Ticket Price) Open House: Initial/Stamp Passport
- Photos & bios - take new pictures for website
- Donors Choose \$50 when you sign up.
- Make wishlists more public
- Reminder about Amazon Smile
- New photos of teachers for bulletin board

## Open House

- Happenings:
  - 30 mins before Open House - our kids can meet teachers early.
- Assignments
  - Entry Table - Rachele & Morgan with passports. When they return them they will get a small prize.
  - What's Your One - Lindsay & Jenn. Large sign above table/Parent Interest Form/Pencils & Magnets.
  - Ambassador Table - Holly & a couple others. Send new families that way.
  - Agenda Table - Nikki, Nan, Nicole (Pre-payment & Pick up at Open House - close down pre-order night before Open House)
  - Spirit Wear Table - Stephanie & Carolin (Jenn/Happy head over when Caroline leaves early) - Form to keep track of each purchase.
  - Nikki will bring Cash/Squares
  - Access to directory with PTO Membership - Sign up for Directory in the Classroom or Online with link we post
- Promotion
  - Order Agendas In Advance.
  - One more reminder post with times bold.
  - Spare Time Arcade Cards like the Tenders - Pay \$6 get \$10

## Bathroom decals

- Ask for bulk of words to be donated (white)
- Add in colors on our own

Crayola - Sarah Ann Preston asked to do the program. Send in dead markers and get some new ones back? Approved for her to run!

## Spirit wear

- Violet & Navy
- Adult & Kids - \$13 each
- Possibility to have items personalized/more options and sent directly to homes.

## Rock painting

- First day of school Rock Painting.
- Welcome Back Cougars! With cougar paws all over.
- Spray Paint entire rock - paint words/paws with acrylic

## Sponsorship

- FYI: Michelle who also does external grants will help with sponsorship. Community Cornerstone.
- Committee to go out and talk to local businesses.

## Open Positions:

- Yearbook: put out feelers...
- Celebrate the Arts: needs to have a team talent show/art in hall & work with teachers.
- Beautification: Brandy Hayes not committed but has helped with flower pots & plan. Need to create a committee.

School supply cake

- Kathy Beshears/Hospitality: going to make a school supply 'cake' to put in the teacher lounge on first day!

## **VP FUNDRAISING UPDATE**

Silent Auction

- Event update
  - Bull Frog Moon: 8:00-end/will take break when we are doing the auction/they have to play inside because of weather. (Donating)
  - The entire place will be set up prior to us getting there.
  - No Dance Floor in the past.
  - City Barbeque - bringing 'mini' pulled pork sandwiches and people will be working their stations also different sauces. Chips & Smore's Bar (donated)
  - Chicken Salad Chick - mini croissant sandwiches (donated)
  - Look to get cheese/crackers and some fruit/veggies donated.
  - Bar - Sweet Magnolia is running the bar: \$3 beer | \$5 wine | \$7 liquor and we can add to the prices and we will get additional cost back. Add \$2 to beer & wine / \$1 to liquor
  - Will be making some money off of the drinks - need to have two bars/bartenders
  - Pay for employee hourly.
- Item update
  - Printed Out List of all committed to items.
  - Cam Newton Foundation - Signed Football on the way!
  - Working on fire station - police are set.
  - Flyer for each grade to donate to theme baskets.
  - Still looking for some more donations
- Responsibilities:
  - Sweet Magnolia - paid \$700 / owing \$2100 (\$500 is damage deposit that will be returned) due August 27th - Week of Sept. 3rd
  - Bartenders - \$300 (\$150 each for two) Due September 20th
  - Smore's Bar/Employees - \$300 Due September 20th
  - Total Owing: \$2700.00
  - Need to sell about 100 tickets to cover ourselves.
  - Last year we spent around \$3800

## **VP COMMUNICATIONS UPDATE**

- Website changes/additions - AWESOME!!
- Teacher photos/bios/info/wishlists will have a page!

Banners for school store - \$150 each. For Wednesday and Friday.

Technology - Kinder & First need tablets/chrome book touch.  
Goal for every room to have an interactive television.

## **IMPORTANT DATES**

8/16-Teacher Mtg (10:00am, arrive at school at 9:50am, photos)  
8/22-Popsicles on the Playground (optional, wear Spirit Wear)  
8/23-Open House (arrive at 1:30pm, 3:00pm-5:00pm)  
8/31-Boo Hoo Breakfast (arrive 8:45)  
9/13-9:00 PTO Meeting/Chairs @10:15