

PTO Board Meeting Minutes – November 12, 2013

The November meeting of the Stone Lake PTO was called to order at 6:00 PM by Shayn Anderson.

Attendance: Lourdes Lem, Danaa Tateishi, Lisa Mehl, Shayn Anderson, Yvette Sack, Jeremy Roberts, Mark Beard, and Dreena Freeman

Minutes for the October meeting were approved on a motion made by Yvette Sack and seconded by Danaa Tateishi.

Treasurer's report:

- Ewaste: \$6.20. Restaurant Nights: \$188.85. Raleys/Bel Air (escript): \$1,038.47. Safeway (escript): \$21.37. Target Red Card: \$77.00. Cookie Dough: \$15,8727.50. Coupon Books: \$13,505.00. Membership: \$385.00. Book Fair: \$5,729.44. Spaghetti Dinner: \$1,971.50. Spiritwear: \$429.00. Headlands: \$193.00. Treat Thursday: \$438.00. Yearbooks: \$486.00. Watch DOGS: \$231.00. Total Revenue: \$40,579.43
- Assemblies: \$725.00. Bank Charges: \$173.75. Classroom Allocation: \$274.95. Legal & Administrative Fee: \$680.00. NEHS: \$5.39. Office Supplies: \$20.82. Red Ribbon: \$164.79. Total Expenses: \$2,044.70
- The current checking account is \$34,577.63. The current savings account balance is \$22,016.88
- Questions regarding ABC fundraisers and President's Discretionary Fund were addressed by Lourdes Lem.

The treasurer's report, expenses, and revenue were approved on a motion by Lisa Mehl and seconded by Dreena Freeman.

Report's on Fundraisers (Current Events)

- PTO Membership- Lourdes Lem reported membership fundraising still at \$4,200.00 ongoing. Still awaiting remaining teacher memberships.
- Coupon Books - sales are finalized @ \$11,600.00 total sales. Discussion regarding Game Truck for B track students: they will be off in December when scheduled for A track students.
- Book Fair – Reading Counts has traditionally been paid for out of book fair proceeds. Final decision regarding proceeds (Scholastic Dollars vs. Cash) can be made at a later date.
- Spaghetti Dinner - sales were a bit more than expected. Fundraising goal was met.
- Cookie Dough Sales - delivery rescheduled for Tues. 19th. Mr. Beard sent school wide email regarding delay of delivery. Few parents were disappointed by delay. Most people understood delay was due to vendor.
- Restaurant Nights-next one scheduled in February. No new information at this time.
- Treat Thursday Sales- \$87.00 sold last week. Chocolate covered pretzels have been successful.
- Spirit Wear – balance is in the negative due to nature of the sales (products must be ordered in increments of 24). Christy Lee (spirit wear chairperson) is staying in contact with parents to keep them updated on availability.
- Other fundraisers: CDI would like to offer a fundraising opportunity to be shared with PTO, Parent's Night Out, scheduled for Dec. 6, 2013. Available to any Stone Lake Elementary students. Information can be posted to School website. Mr. Beard will send out an email to school community as well. PTO agreed to accept 10% of Parents Night Out (PNO) profits. Lourdes Lem made a motion to approve PNO with CDI. Lisa Mehl seconded the motion. The

event received board approval. Shayn Anderson suggested possibility of Stone Lake PTO offering a PNO at a future date to be discussed at a later date.

Old Business:

- Library Allocation – issues discussed in previous board meetings. \$2,000.00 allocation intended to be a continuing fund available to Mrs. Mack on a yearly basis.
- National Elementary Honor Society (NEHS) Update-meetings are ongoing. A group picture has been ordered and has been approved by Mr. Beard. He also offered to have the money for the picture frame to be taken out of Principal's discretionary fund. Also, NEHS students assisted with canned food drive and Red Ribbon Week activities.
- Watch Dogs Update - October sign ups went well. Most days of the month were covered. Shayn Anderson recommended that PTO step out of the loop for the Watch Dogs t-shirt sales. Shayn will send a Watch DOGS website link to the Dad's when they sign up. Mr. Roberts will post the link on the school's website. The purpose for this change is to reduce the amount of inventory on hand and the subsequent expense for PTO. Mrs. Freeman has a very small inventory on hand in her office in the most popular sizes. She expects them to sell quickly. Next meeting planned for January. Lourdes Lem suggested Watch Dogs be moved off the line item for projected revenue. Lisa Mehl made a motion in accordance to her request seconded by Jeremy Roberts. The motion was passed by a unanimous vote.
- Steam Cleaner- Wayne has requested a steam cleaner for small clean ups to floors and upholstered chairs with possibility of a reoccurring cost for the cleaning solution. Discussion followed regarding how to pay for steam cleaner to be determined at a later date.
- Trees – after the winter season new trees will be coming. The trees that were offered by Sacramento Tree foundation are the western redbud and pistache.
- Floor Mats - Mr. Beard requested from Wayne to tell him the number of mats that are currently needed. The decision was made to purchase 8 new mats to start replacing the old ones. As he determines more need we will discuss PTO's ability to purchase additional mats.

New Business:

- SLE PTO Protocol for Agenda Items – the discussion was to rework the wording on the protocol before sending it out to school staff.
- The "Social" Chair. No new volunteers have come forward.

Principal and Vice Principal Report:

- Mr. Beard expressed his thanks to the PTO board. He also reported that the Parent University nights in the first week of November were successful. There was a great turn out for the 5th and 6th grade meeting. Parents were happy with program overall but expressed a desire to have had it earlier in the year and to obtain more information from longer sessions.

The meeting was adjourned at 7:07PM on a motion made by Jeremy Roberts and Danaa Tateishi.