

Serendipity Academy PTO

Board Meeting Agenda

For August 20, 2014

Attendees: Justin Ruiz, Mike and Angela Visser, Jody Hickey, Emily Walsh, Jodi Ruback, Kirstin Holstrom, Kelly Alfaro-Haugen, Jennifer Falacy, Ashleigh Richards and Melissa Van Gorkom.

Approval of Minutes

A motion was made and seconded to approve the minutes. The vote was unanimous.

Budget Review – Treasurer’s Report: Jennifer F., Treasurer

Last months corrections were made as discussed. \$.082 fee from Pay Pal that may have been part of paying for the arts supplies. Current balance \$7,192.98. A motion to approve was made and seconded and approved unanimously.

Updates

- 501(c)3 Status - the PTO received approval in July!!!!
 - Store Rewards - The PTO got set up with Fred Meyers Rewards (Thank you Kelly!). We were working on getting in with Amazon but that will take a while. There were suggestions to also check with Target and Safeway. Angela volunteered to check with Target and see how to get involved in their program.
 - Box Tops - the school is collecting them we need an administrator to contact them to get everything set up. Emily indicated that she can probably do that.
 - Solicitation for things like the musical (Washington Educators Credit Union may be good)
 - Grants - will establish a list of potential grants and due dates to send out and get folks to assist with writing might look at putting on a writing workshop to assist. Jodi indicated she would be willing to put on a writing workshop to get folks started and the proof any proposals.
 - Walmart
 - Verizon
 - Target
 - Lowes
- Bylaws Updates - The amendments were sent out and posted at the meeting. The group briefly discussed the amendments which are to remove the alternative board members. During the Charity Symposium this issue was discussed and Kelly talked with an attorney to clarify and the advice was to not have alternatives because there needs to be a clear board of voting members. A motion was made to approve the amended bylaws. The changes were voted in unanimously.
- Welcome - Want to continue to have a strong presence of parents involved this year with events and supporting the school and kids.
 - Letter - There was a draft letter sent out to start the discussion that was taken from other PTO/PTA groups as a starting point. The group discussed the letter and decided to focus on volunteering and participating in any way possible.
 - Ice Cream Social(Aug 27)/First Day of School (Sept 3)- Kirstin and Kelly can do the

social, Ashleigh & Jennifer can do the morning (7-8:45) of the first day of school, Kelly can do the afternoon (3:15-6:30). Will do Muffins and Coffee Ashleigh will get for morning... popcorn for the afternoon. Will get more brochures, letters, reports and tri fold of photos from different events. Kelly will work on the letter and Melissa will work on the tri fold and a brief annual report.

- Fourth of July Event (Parade & Fireworks) - an update was provided to the group about the event... we had a dozen kids who participated in the parade. We put together an eagles nest and the kids had masks and sang songs. After the parade we had a potluck BBQ and there were about 6 families that hung out for the day and stayed for the fireworks. The view of the fireworks was great from the school and we hope that we can do this event again in the future.
- Garage Sale - Went well, we ended up doing 2 days. The first day we made about \$1,700. The second day we made \$300 and ended up giving things away the last hour to help with the clean up which was necessary to reduce the load that needed to be taken to Goodwill. The signs were great, Roxanne did a great job setting things up. Next year we should have more information out about the school.

Upcoming Events

- Annual Meeting - Emily suggesting holding the meeting on the 11th because the school will already have an event. The group decided to do this.
 - School Year PTO Overview
 - Elections
- Bookfair - Ashleigh will be the lead for the bookfair and will start to promote in September. Both bookfairs will coincide with the parent teacher conferences which will be held in November (17-21) and March (9-13). Scholastic will be used for both fairs this year so that we can earn more rewards for the school.
- Other 2014-2015 Event Ideas
 - September - Annual Meeting/Elections
 - November (17-21) - Bookfair
 - December? - Coffee Sales. Ashleigh indicated that we will need to talk about this at the September meeting to decide if we want to do it in December or not because that is a busy time of year and we will need to let the coffee company know ASAP.
 - January - Art Auction? The school doesn't have an auction on the calendar because they were not sure if the PTO was going to do one. The group discussed possibly doing a dinner/auction or carnival/auction. Emily indicated that art could be included in any auction. Kirstin indicated that Dirty Daves might do food that could be provided for the event. Justin indicated Indian Summer might be an option. Rivers Edge was also discussed as an option. The group discussed that planning would need to begin soon for an event and that next year may be better so that we can get some good donations for any auction. Will need to have a letter ready and begin asking for donations starting at the new year for these events.
 - March (9-13) - Bookfair
 - May - School Musical. There are many options for venue including the local schools which will provide a reasonable price for other schools, we will just need to look at potential sponsors.
 - Assist with getting venue/chairs

- Sell Flowers/Concessions
- June - Kidsworld Event & Parade
- July - Tumwater Parade & Fireworks
- August - Garage Sale

Requests -

- 6th Grade Trip to DC - would need to look at a committee to come up with a plan to present to the board regarding a fundraising structure: coming up with events that were specific to providing assistance for a trip, what will the money go for, how much participation should be necessary. Melissa will coordinate a meeting for this.
- Social Studies - Jr. Achievement program needs a parent volunteer to assist with the curriculum and assist with teaching. Melissa, Kelly, Jennifer, Ashleigh would be willing to assist.

Roundtable

Next Meeting - September 11, 2014 Annual meeting.
September 17, 2014 Board meeting to conduct business.

Adjourn

AUGUST

August 27 - Serendipity Academy Ice Cream Social

SEPTEMBER

New School year - Member Recruitment

September 3 - First day of school

September 11 - SAPTO General Meeting and Elections for 2014-2015 school year

September 17 - SAPTO Board Meeting and Officer Elections for 2014-2015 school year