

Agenda

Scissortail PTO Board Meeting

Meeting Date: September 8, 2023, at 3:00 pm

Location: Scissortail Elementary Office

1. Call to Order

2. Minutes: Review of minutes from meeting on 08/13/23

3. Officers' Reports

- a. President's report:
 - i. Filled out and submitted application for sales tax exemption
 - ii. Need to get liability policy for \$1 million liability per board, quotes around \$200 – 255 for liability: **Voted and it Chubb policy was chosen, for \$250. Will get in effect ASAP.**
- b. Vice President's report
 - i. Chocolate Fundraiser breakdown of how to log chocolate sales/money
- c. Treasurer's report
 - i. Expenses, and bank balance

4. Committee Reports

- a. Homeroom Coordinator: **Mrs. Crawford offered to send another email to parents on behalf of Hannah; Gina will check with Hannah. Do we need list of who doesn't have a homeroom parent?**

5. Principal's Report

6. Unfinished/Old Business

- a. Need to schedule and have contract with Santa: **Confirmed we need to book him 12/08. Will build contract and get it to "Santa".**
- b. Teacher's reimbursement fund – confirm amount of budget from fundraising we can use for next year. Since we don't have any playground improvements let's set aside \$4k for next year: **Confirmed that this would be a goal for the 2024 – 2025 budget.**
- c. Paying Josten's for last year's yearbooks, and work on getting this year going: **Confirmed with Todd that they will forgive balance owed.**

7. New Business

- a. Committee Heads:
 - i. Hospitality – Evan working on restaurant night w/Sonic & Andy's
 - ii. Popcorn – working on recruiting Casey Robinson
 - iii. Yearbook – need to contact Josten's
 - iv. Holiday store – need to make a signup genius for volunteers
- b. Need to set up table on FFN with committee head description flyers to attract volunteers, and agenda-to-go. **Mrs. Crawford said FFN would be a sign-in event, for Title 1 credit. It was agreed by everyone we would ask Mr. Beau if he was available for balloon animals on FFN. Ask Hannah if she had a map/layout for food trucks and activities. See if anyone has extra tables from home.**
- c. Google Workspace for Nonprofit – free service for nonprofits, and will give us custom emails for each of us. It may offer a domain name included. Applied and waiting for to hear back. **Heard back from Google, not approved. We will try other avenues.**
- d. Webpage – researching how much this will cost, and domain name is \$12/year. Depending on what we'd like the webpage to do it would cost \$16 – 27/month, at Squarespace to have something similar to Cross Timbers.

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8. Announcements
9. Adjournment: 3:18 pm, time for fire alarm drill