

Agenda

April Scissortail PTO Board Meeting

Date: April 25, 2024, at 4:15 PM

Location: Scissortail Elementary Office- Small Conference Room

Gina Smith

Jess Ray

Hannah Donwell

1) Call to Order 4:33

2) Minutes

2.a) Review of minutes from 3/11/2024 4:35

3) Officer's Reports

3.a) President's report

3.a.i) Waiting to receive sanctioning application from EPS in order to complete; due by end of June **Gina checked with leadership- due in June**

3.b) Vice President's Report **Had difficulty securing location because people were difficult to work with. Possibility of moving the school dance to February**

3.c) Treasurer's Report

3.c.i) Current Bank Balance \$24,820.53 **(already paid off Boosterthon)**

(3.c.i.1) Projected EOY balance approximately \$21,000, including long term playground savings and the Library Fund

(3.c.i.1.a) Budgeting for 2024 – 2025 will be done in June

(3.c.i.2) Expenses in April **4:42 List of everything paid out**

(3.c.i.2.a) Field Day - \$800 (All 4 Fun, check is outstanding and not reflected in the current bank balance)

(3.c.i.2.b) Feather Flags second order - \$258.39

(3.c.i.2.c) Solar Glasses - \$87.61

(3.c.i.2.d) Library Fund - \$85.23 (misc supplies), \$1,200 (author visit)

(3.c.i.2.e) Boosterthon - \$4,999.47

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(3.c.i.2.f)Cares Fund - \$101.06

(3.c.i.2.g)Popcorn & Posterboard - \$48.86

(3.c.i.2.h)School Reimbursement - \$723.30 (feather flag test order, 5th grade t-shirts, and bulletin board reimbursement)

(3.c.i.2.i)PayPal - \$28.34 (spirit store order, \$29.34 transferred to bank account from PayPal to cover)

3.c.ii)Library Funds balance

(3.c.ii.1)After author visit and supplies - \$376.09 (estimated, need verification from Evan)

4) Committee Reports

4.a)Homeroom Coordinator

4.a.i)Need to send reminder email to homeroom parents to coordinate something on class level if possible 4:45- will have sign up sheets ready to go for all committees at beginning of the year

5) Principal's Report For TA week, PTO decided on t-shirts. We might have some money for treats on field day.

Requests:

Field Day_____

2 Igloo canisters to make lemonade

4 large cans of country time lemonade

5 boxes of 90 count air head that they will give them when kids leave

300 cups for lemonade

4 Biggest ice chests for field trips with the wheels.

All the same lunch box baskets for everyone to carry to lunch

Printer Ink for classroom printers

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Kids want a gaga pit

1) Unfinished Business

1.a) Teacher Appreciation Week 5:00

1.a.i) Budget \$1,285.67

1.a.ii) Donations received

(1.a.ii.1) Gift cards from Master's Car Wash (\$100 & free car wash for all staff), Texas Roadhouse (\$30 & Small gift), Especially For You Flower & Gifts (flower bouquet worth \$50), Target (four \$25 e-cards), Old School Bagel donation (Thursday & Friday), Dunkin Donuts (3 dozen donated), Sonic (beverages, 5/9 @ 10:30), Sam's Club – gift cards pending, Life Time Gym – month membership pending, Flix Brewhouse - pending

(1.a.ii.2) Luncheon from BJ's, Tuesday, 5/7 - \$285.99, plus \$60 tip

(1.a.ii.2.a) They will deliver at 11:00 am, Gina there to assist/coordinate

(1.a.ii.2.b) Need beverages (\$54 budget)

(1.a.ii.2.c) Napkins/plates provided by Bj's

(1.a.ii.3) T-Shirts

(1.a.ii.3.a) Tack shirts approximately \$700 for sizing up-charges

(1.a.ii.3.b) School will pay and we will reimburse

(1.a.ii.4) Breakfast from Oldschool Bagel (Thursday & Friday)

(1.a.ii.4.a) Will need to supply plates, cream cheese, butter, etc. (approx. \$50)

(1.a.ii.4.b) Plates/Napkins leftover from PWP in storage

(1.a.ii.4.c) Need volunteer to pick up & deliver

(1.a.ii.4.d) One day include donuts added from Dunkin (\$35 for add'l 3 dozen)

(1.a.ii.5) Decorations

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(1.a.ii.5.a)Purchase decorations to fit theme of “You Totally Rock” to decorate meeting room? - Digital Menu created on Canva

(1.a.ii.5.b)Budget \$100- Gina will look up decorations, balloons wanted

Hannah will make a flyer to remind parents to chip in individually for TA week

1)

1.a)Flyer Frolic/Bingo/FFN

1.a.i)Board voted and agreed to postpone until next school year

2) New Business 5:18

2.a)2024 Fall Fundraiser Read-a-thon instead of chocolate- test run next year in conjunction with raffle at FFN and monthly restaurant night

2.a.i)Combine FFN with Fundraiser? Raffles, use FFN as an incentive to the read-a-thon.

(2.a.i.1)Many platforms to collect money like Boosterthon, but do not take a fee.

(2.a.i.2)We would need to source prizes, and run reports to distribute

2.a.ii)Find another product like popcorn to sell?

2.b)Yearbooks

2.b.i)Delivery end of May – volunteers needed to distribute

2.b.ii)How many extra do we order from Todd?

2.b.iii)Extra cost to be provided from community fund, approx. \$750

2.c)Field Day budget \$1,160

2.c.i)Inflatables from All 4 Fun \$800

2.c.ii)Cool treat? \$360 remaining

2.c.iii)Volunteers have already signed up to help if we want to do an ice cream/sundae bar

2.d)Family Lunch Picnic Wednesday, 5/15

2.d.i)Volunteers needed to direct guests and assist office

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- 2.d.ii) Does PTO want to provide anything from community fund? **Kool aid or lemonade**
- 2.e) Fifth Grade field trip **Teachers do not want to take students because students are not behaving.**
 - 2.e.i) Help with cost? Community Building Fund
- 2.f) OKC Swim Academy
 - 2.f.i) Will come and do water safety presentation for kinder & 1st graders
 - 2.f.ii) Fundraiser – registration fee donated back to school for those who mention Scissortail, now until the end of School/May.
 - (2.f.ii.1) They are printing the flyers to distribute to students
- 3) Announcements
- 4) Meeting Adjourned **5:42**
- 5)