

## **Oakland Elementary PTO Minutes**

October 4, 2011

Meeting called to order at 8:30 a.m. by Liz Rodriguez

### **In Attendance**

Tiffanie Do (Co VIPS)  
Jamie Ferguson (Market Day)  
Kacee Gonzales (Room Parents)  
Nancy Lawrance (Vice President/ Yearbook)  
Rechelle Levan (Market Day/ Website)  
Brianna Marvin (Parliamentarian)  
Tara Maxa (Library)  
Kerry McCullum (VIPS Coordinator/School Store/5<sup>th</sup> grade party)  
Wendy Parry (Box tops)  
Liz Rodriguez (President)  
Trista Sarabok (Newsletter)  
Mary Smith (Treasurer)  
Francie Snowden (Secretary)  
Heather Travilion (Walk/Run)

### **Approval of Minutes**

The minutes from the September 6<sup>th</sup> meeting were approved via internet by DaytroKnight, Nancy Lawrance, Brianna Marvin, Kerry McCullum and Liz Rodriguez.

### **Treasurer Report**

Mary reported that there is about \$88,000 in the bank. We still need to pay Innisbrook and track.

Budget for committees and items as follows;

Spirit gear \$4163

Yearbook \$3000

Winter Wonderland \$3000

Wildcat Grants \$1200

Cook Book \$700

Anything that makes money must have a form filled out through FT. Bend ISD

**Copies-** office asked for a donation of \$500 towards copies. PTO voted to donate \$1000 up front towards copies, with the possibility of another \$1000 donation at the end of the year. PTO will have a code for copy machine, but we must use our own paper. We still want to push the website for parents to get information rather than pass out flyers. Mary asked that we use new form for deposits.

Mrs. Hastings will not be going to the conference; no money is needed from wildcat grants.

**Il Primo**-Office staff will work Il Primo night for September. Nancy will collect tips at the end of the night.

**Boo-grams**- Boo-gram sales start on Oct. 18<sup>th</sup>, but may start sooner. Boo-grams will be delivered on Monday Oct. 31, **HALLOWEEN!** Boo-grams are 50 cents.

**Holiday Ornaments**- We will have extra pictures to make ornaments for those who ordered more than one.

### **Market Day**

There are 78 vendors so far for Market Day. The 10X10 tables are sold out. There 17 hallway booths left. We need more tables donated. Student volunteers are needed as well as PTO and other adult volunteers. Salt Grass Steak House donated food, and lunch will be sold for \$6.00.

5<sup>th</sup> grade will sell sweets and sodas. School usage fee is \$2000. We are still waiting on reply from district to get the fee lowered or waived. Entertainment provided during Market Day will be; a fashion show, karate demos, Oakland choir and hand chimes, and a pirate impersonator. Jamie got signs donated for Market Day. A sign will be made to for all our donors. We need a volunteer to stay will raffle items at all times. Also need a volunteer to sell tickets. Discover Toys will be at the Market, and will be treating it as a party, and have a teacher wish list.

**Cook Book**- 45 recipes so far, we still need about 150 more. Our cost per cook book is about \$2.00-\$3.00 depending on the customizing. Push teachers to send in their favorite recipes. November 22<sup>nd</sup> is the deadline for recipes.

Box Tops start Tuesday.

**5<sup>th</sup> Grade** – 5<sup>th</sup> grade will sell Chick fil A on Nov.17th during Family Book Fair Night/ Literacy Night. Sandwiches and nuggets are the choices.

### **VIPS**

VIPS reported 835 volunteer hours.

### **Teacher Appreciation**

A form needs to be filled out when any food is served or sold.

Teacher Time Out is next week.

Need to stock Teacher pantry.

**Yearbook**- Cover contest for yearbook is the website; entries need to be in by Oct 21st. So far 120 copies of yearbook have been sold; we need to sell 300 before Christmas.

**Events**- Bully program will be sometime in January. We are still looking for someone to be in charge of events.

**Room Parents**

**Parties-**2<sup>nd</sup> and 3<sup>rd</sup> grade classes want a craft.

**Merchandise-** Fall merchandise available will be zip up hoodie (\$30), pull over hoodie (\$21), long sleeve tee (\$15), and new bows.

**Other-**PTO and student council will be doing the marquis

Meeting adjourned at 10:06 a.m. by Liz Rodriguez and proceeded out to view the new track.

Minutes prepared by Francie Snowden