

Oak Hills Elementary PTO

Meeting Minutes -- DRAFT December 18th @ 3:00pm

1. **Welcome/Intro** - Katrina C - 3:00-3:01

2. **Approve previous meeting minutes** - Katrina C - 3:01-3:02

Jenea made a motion to approve, Dominique seconded, approved.

3. **Principals Report** - Sheila Baumgardner 3:02-3:12

Cynthia in the front office is retiring on Friday. Jessica Montano will be new to our front office. She will start Jan 6th.

Angie made a motion to use \$50 of misc hospitality fund to contribute to group gift for Cynthia with Oak Hills staff. Audra seconded, motion passed. Jen will get a check to Ms. Heatherly.

Global Fair in January. Performance by Aztec dances, Bollywood dancing, HopeChinese School performing dance and martial arts, Calligraphy demonstration (will be projected). Food-- cream puff from japanese bakery, samosa from indian store, burritos, food will be priced between \$1-2, \$5 for the burritos. Bellagios pizza also offered to sell pizza. Families will be encouraged to bring cash. Mexican flower booth, Japanese origami booth, Chinese crafts from Hope school, Indian rangoli designs with henna. Each future year the Global Fair will feature difference countries.

Dominique -- Aztec dancers have agreed to perform for free, waived \$300 fee they usually ask. 6-8 adults will be participating. Global fair is also needing to pay for custodian, some of the performers. Asking for PTO to make a \$300 donation toward their group. Sheila offer use of some of the assembly funds. PTO prefers to use surplus fund. Will look at raising Global Fair line item in future years. Currently the PTO has \$14, 515.05 in unassigned funds.

Dominique makes a motion for a one-time ask of \$1000 from surplus funds to supplement Global Fair spending budget. Audra seconds. motion passed.

4. Treasurers Report – Jen C and Audra G - 3:12-3:15

\$82,853.26 in Chase account. Some jog-a-thon checks still trickling in.

\$64,218.49 in ELF fund.

5. Volunteer Coordinators Report- Angie Z and Jenea P - 3:15-3:20

No new items to report.

6. Old Business –

- **New Website** - Katie R 3:20-3:22

New PTO website is up and running. It will still need to be cleaned up in the upcoming weeks.

- **Track Update** - Katie R 3:22-3:25

Oak Hills HOA is looking to see if they can take over maintenance of the fields so track can move forward without THPRD use of fields.

- **Food Drive** - Katrina C 3:25-3:27

Food bank came and picked up bins. Final count will be tomorrow. School will transport food that comes in between now and tomorrow to the food bank.

Snack Pantry - Katie R 3:27-3:30

Teachers have expressed need for refills. PTO will create quarterly snack drive to collect donations.

Jo makes motion to use \$500 of surplus funds to create a temporary budget for snack pantry. Mya seconded. Motion passed. Board will look at adding permanent snack pantry line item in spring.

7. New Business –

- **RFF's** - Jen C and Audra G - 3:30-3:33

RFFs not all teachers were informed of the deadline. Music has submitted a new request, PE may also be preparing a request. There is \$750 remaining for winter RFFs.

Music dept has requested \$615.20 for drums so there will be a set in each classroom.

Mya makes motion to approve \$615.20 for 4 sets of drums, Katrina seconds. Motion pass.

- Assistance for Families in Need: PTO needs to develop parameters. Discussion of forming a new committee to approve needs between meetings.

7. Meeting open to parent and teacher comments/concerns - 3:33

8. Meeting Adjournment -

Meeting adjourned at 4:10pm by Katie