

JEFFERSON SCHOOL PTO MEETING MINUTES
February 8, 2010

SECRETARY MINUTES – Tracy

- Minutes from January meeting were approved.

TREASURER’S REPORT – Gail

- There is approximately \$10,000 in the accounts. Additional expenses are expected prior to the end of the year including the remainder of the teacher stipends, monies for the library, Laugh Olympics, etc.
- Income from Box Tops is going to be much higher than budgeted. \$874 is expected in late March or early April.

MARKET DAY

- A representative from Market Day is planning to attend the March PTO meeting to discuss promotional ideas.
- Profits from Market Day sales continue to decline.

FAMILY NIGHT

- The decision was made to postpone any Family Night events until next. The calendar is too busy to offer the event in March or April.
- **A more specific date will be determined at the March PTO meeting.**
- **Jenny shared an interest in helping with these events.**

CARNIVAL – Tracy

- Shannon and Ali shared that donations for the Silent Auction and Door Prizes are fantastic. Discussions occurred about the ratio of larger baskets versus smaller baskets and it was decided to offer a combination of value sized options.
- Some of the door prize candy donations can be used in the Prize Room, at Fish Pond and for the winning class on the most popular basket.
- Some people are meeting at 5:30 pm on Thursday to decorate the stage and help arrange the Classroom Baskets and auction items.
- **Shannon will do the schedule sign for the Wii Room. She and Katie will pick 2 or 3 games from the Winter Olympics options. Tracy will do the instructions for the parent volunteers helping the key volunteers in the Wii room.**
- Cortney has arranged for coverage for the Kitchen and **will confirm with Lorna about the Sedexo person to be on-site.** Alexander’s donated ground beef to be used for BBQ and there is excess nacho cheese sauce so it was decided to limit the number of torpedo sandwiches and pizzas that are ordered in order to utilize donations to keep costs affordable.
- Cortney created a detailed list of what is done in the kitchen to ensure that all details are covered. Thank You!!!
- Tracy and Sandra will help move soda and check in with the kitchen throughout the evening.

- **Heather will not be able to help with set-up so Tracy and Sandra will need extra help getting Bake Sale items ready.**
- The emcee schedule was modified to allow Tom to move to the 2nd half instead of the first.
- Jenny indicated that the Prize Room should have extra volunteers so some may be switched to the cafeteria or to games that don't have slots filled.
- Jenny suggested that in the future we may be able to tap into Jefferson School Alumni from the high school who would be interested in helping at Carnival. Tracy will follow-up with the 6th grade teachers because it was suggested that they stay in touch with many of the students.

PTO OFFICERS & KEY VOLUNTEERS – Katie

- The secretary position needs to be replaced next year. Courtney has indicated her interest in the position.
- Chair positions for magazine sales (Stephanie M helped this year), box tops and art appreciation have to be replaced.
- **Katie indicated that other key positions will be discussed at the March PTO meeting as well as suggestions and recommendations**

LAUGH OLYMPICS – Katie

- It will be held in late May and Katie will confirm the date with Lorna.
- Katie needs to schedule the inflatables.

NEXT MEETING

- Monday, March 15 at 6:30 pm.
- PTO provides childcare at all PTO meetings and all meetings are held at the school.