



AVA PTO Meeting Minutes

Date: Thursday August 1st, 2019, 6:00-8:00

Mission: The mission of the AVA PTO will be to organize, communicate and facilitate activities, fundraisers, and community outreach events that align with the school's policies, mission and vision while providing positive interaction and/or fostering support among AVA parents, teachers, staff, administration and the surrounding community.

Vision: All officers of the PTO and its committees will operate with integrity and kindness in a constructive, collaborative, and respectful manner with the volunteer coordinator, school administration, and in accordance with the AVA Community Agreement. Officers and committee members will be supportive and knowledgeable of school policy and will use only appropriate and approved channels of communication to inform and engage the AVA community on the various activities planned by the PTO throughout the school year.

Pledge of Allegiance and PTO Mission & Values

Attendance, Approval of May Meeting Minutes, and Approval of August Agenda

- Attending: Cheryl O'Neil, Kirsten Butler, Winter Snow, Jamie Nahil, Natalia Gradovich, Maaria Asif, Tamara Burhenn, Kristin Arabally
- Not Present: Maren Swain
- May Minutes had already been approved
- August Agenda was approved with an addition of a Meal Train Item

Brief Introductions

- Completed

Financial Update

- Exact amount wasn't known. Cheryl and Natalia will get specific numbers, but as of the end of June it was around \$70,000.

2019-2020 Plan

- Events for the Year
 - Jamie handed out a list of events and they were reviewed in conjunction with the budget.
- Budget Overview & 2019-2020 spending plan



- Cheryl and Natalia passed out a proposed budget. The numbers were reviewed, and some adjustments discussed. Natalie will make these changes.
- The budget needs to be approved in the next 2 weeks (before the Board has their first meeting).

- This year's fundraising efforts will go toward: Jamie to discuss with Mr. Barber.

- Miscellaneous topics that arose during the review of the budget line items:
 - Scrip cards will continue but will be pre-purchased 3x per year and available in the Wolf Shack. Kristin will work with Gina and Rachele as needed.
 - AVA laptop sleeves will be available in the Wolfshack for \$20
 - Abigail has the Spirit Nights all planned – need to get the list for the budget (Kirsten/Natalia)
 - \$60,000 is the overall PTO fundraising goal for this 2019-2020 year
 - Kona Ice will be added to the Carnival instead of being a separate event

PTO Openings

- There are no openings, but subcommittees need to be formed and there are still plenty of ways to be involved for anyone who is interested.

Roles and Duties

- These were discussed. Maaria and Tamara will work in close conjunction with one another.

Reporting Structure and Communication Plan

- If anyone needs to miss a meeting, let Kirsten and Winter know.
- If you need to miss a meeting but a sub committee member can attend in your place, that is OK (not ideal, but ok).
- Facebook is the best communication method for most items. Will be used for voting that is needed outside of meetings.
- A group text message will also be helpful.
- Emails should all be working – reach out to Arylia with any questions

Newsletter



- Maaria will provide Donia with what she needs with Tamara and Jamie to help if anything comes up while she's gone.
 - Details for the first events will be included: Last First Day, Boo Hoo Yahoo, Grandparents Day
 - Overall event list will be included

Miscellaneous

- PTO Shirts for Events
 - Need to order, they will be the same as last year but will be green instead.
- Shirt for the 8th graders via the Wolf Shack
 - Jamie will follow up with Mr. Barber about expectations of the shirt.
 - Colors and cost will be discussed at next month's meeting.
 - Items sold in the Wolf Shack must be approved by Mr. Barber
- Memorial Bricks
 - Kristin will work with Rachelle to understand this need and move forward
- Other
 - There is a new fundraiser form that requires 2 signatures – Cheryl will find this.
 - Room parent material needed by next Wednesday: Jamie, Tamara, Kristin will work on this.
 - Add structure to the 3 additional optional Dress of Choice days
 1. Jamie will plan dates with Mr. Barber and seek approval for the organization that the first quarter's donation will go toward
 2. Jamie will talk with Mr. Barber about a proposed plan moving forward regarding the trimester charity/dress of choice days.
 - Meal Train needed for AVA family – Tamara and Jamie will work together.

Event and Activity Updates

- Fall Carnival
 - Jamie provided an update.
 - Many returning volunteers as well as some new ones
 - No food vendors this year, but some added fun things
- Officer Sign-up to Oversee Major Events
 - Completed



- Fundraising Subcommittee is needed – Kirsten

Meeting Adjourned