

**Kyrene Altadeña Middle School  
PTSO Board Meeting Agenda  
Dec. 14, 2022**

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- 1. Call meeting to order 8:33**
- 2. President's Welcome**
- 3. Minutes Approval**
- 4. Principal's Reports**
- 5. PTSO Treasury & Budget Report**
- 6. Board Members/ Committee Chair Reports**
- 7. New Business**
- 8. Close 9:51**

President's Welcome

1. We're halfway. That went fast!
2. Gave past board credit for the ground work they laid and all the amazing work that they did

Minutes Approval

1. Approve both Oct. and Nov meeting minutes. They are on our website.
  - a. Oct.and Nov
    - i. Carrie
    - ii. Louise
    - iii. All approved

Principal's Report: TBA

1. Nicole has a couple things to go over with her

Financial Report - Yolanda/Nicole

1. Approve Treasurer's Report
  - a. Review line-item budget
    - i. Starting account balance \$47,880.41
    - ii. Income
      1. \$2203.55 spiritwear (mostly cheer)
      2. Corporate Match/Benevity \$604.85
      3. Hospitality donation for October \$62.55
      4. Amazon Smile donation \$106.26
    - iii. Expenses
      1. PBIS Gift card reimbursement \$275
      2. Spiritwear expenses \$876.76
      3. Game on Lunches \$497.78
      4. Teacher Grant \$951.18
      5. PTSO Printing \$32.85
      6. Hospitality Luncheons \$276.50
      7. Corporate Tax Filing \$650
      8. Student Event Hoop Shoot \$110.77
    - iv. Ending balance (11/30/22) \$47186.78

- v. Treasurer's Report Approval
  - 1. Rachel
  - 2. Carrie
  - 3. All Approved
- b. Nicole & Yolanda going to meet and align PTSO financials so starting balance matches up to help with taxes for next year

### Board Member/Committee Chair Reports

#### 1. President

- a. Met with dance chairs on 12/2
  - i. 8th Grade Dance Planning Meeting: Tues. 1/24 8:30 a.m. in the staff lounge. Tickets will be \$5. Need to get a date from the principal thinking 5/5 or 5/12.
  - ii. Niccoli encouraged not just 8th grade, but 7th grade parents to also be involved so the transition is easier for the next year
  - iii. Planning to reuse a lot of materials from last year to help with costs
- b. 'Dodgeball for Dollars' raised \$5,161 - waiting on distribution details. Thank you to the volunteers who helped gather and count the money. We'll get photos of the event to showcase on social media (unless the school is already doing this.)
  - i. Money is matching what was raised last year (though still down from previous years)
    - 1. Potential reasons for not as much money raised
      - a. 8th graders seem to be more over the event as they've done it before
      - b. 6th graders are not as familiar with what the event is
    - ii. Nicole encouraged next years board to meet with the school and increase communication to help families know what Dodgeball for Dollars is and what it is for
    - iii. Andi brought up that Altadena was the biggest contributor to Kyrene Foundation in past years and with Kyrene Foundation not being a recipient of money this year and would like to see money going back to Kyrene Foundation
- c. Mrs. Rath working on STUCO reimbursements to PTSO for concession for Spooktober \$700.
- d. Rachel Holm, Stephanie Nuttall, and myself doing a photo set up for winter choir performance. Will hand out candy canes. 12/19 (Confirm time)
- e. PTSO donated \$100 towards staff holiday party
  - i. Money went towards paper goods
- f. PTSO purchased the medals for the Hoop Shoot contest. \$110 for 12.
- g. PTSO providing cookies and water bottles for "Student of the Quarter" event on 12/22 (?) Nicole will confirm the date. Nicole may need help with the table set up. We also want to use the photo backdrop and balloon columns at this event.
  - i. Approximately 60-75 students
  - ii. Nicole is going to get cookies and set up area to look nice for students
- h. Flyers for the 5th grade orientation, or just a sign? Jan 25th 5:30pm

- i. Table will be out with banner, Rachel will sell spiritwear, Panther will be there, have flyers and encourage 5th grade parents to attend PTSO meeting and get involved
  - i. Scorer's table arrived
    - i. Athletic department is super grateful and treating the table with TLC
    - ii. Nicole was able to get a school discount on the table and it helps with the aesthetics of the room
- 2. VP's:
  - a. Kim Skousen working on a bulletin board outside the MPR.
    - i. Instead of working on a banner that can't be changed (without a large cost) anytime a new sponsor is acquired PTSO will use the bulletin board outside the MPR which can be updated with new sponsors
    - ii. Two posters will be made, one in the office and one outside MPR
    - iii. Board will also contain a calendar of events and pictures of how donation dollars are spent
- 3. Secretary
- 4. Volunteer Coordinator
  - a. Nicole provided a shout out to Vickie who arranged all the volunteers for dodgeball donations
- 5. Financial Secretary
  - a. Teacher Reimbursements
    - i. Crystal Hostetler will take #donationdollarsatwork photo next Tuesday.
- 6. Communications
  - a. New Marquee - We need a crew to commit to updating every two weeks.
    - i. Kelsie will chair with and Andi helping
      - 1. Andi will get other mom information to Kelsie to coordinate
- 7. Hospitality
  - a. Staff Luncheons for 2023 - possible adjustments (?)
    - i. Principal expressed we do not need to have so many luncheon events
    - ii. Louise asked the teachers - they enjoy the lunch, the break from the classroom and parents are enjoying the chance to participate
    - iii. Possibly not do lunches in Oct and Mar for next year due to longer breaks
  - b. Yesterday lunch went well - have quantity numbers down so there is enough food without there being leftovers
- 8. Family Dinner Night
  - a. Upcoming dinner night - Dec. 15 Barro's Pizza
    - i. Jan In & Out Night (sending banner, hats, flyers, and posters) - Jan 10th
    - ii. Feb - Bahama Bucks
    - iii. Kneaders - Feb 14th with special giveaways and cookies
  - b. Show the new A-frame signage - do we want to purchase a second A-frame?
  - c. Site Council Meeting Update
    - i. Reviewed results from Panorama survey that were shared at last months PTSO meeting
    - ii. Student of the quarter
    - iii. Honor Roll
    - iv. New school counselor

1. Inquired about having a parent meeting, thought that parents wouldn't attend so possibly having a video that is required viewing for parents and students together
  2. 3 Common Sense Lessons
  - v. 8th Grade field trip - going to Sunsplash and having dance
  - vi. Soliciting ideas for 7th grade field trip
    1. Possible idea of middle of middle school
  - vii. No field trip for 6th grade as they have orientation
  - viii. Carrie hoping to see how bond money is being spent
  - d. Looking to solicit who is coming to Altadena next year to recruit families to participate in PTSO
9. Spirit Wear
- a. Sweatshirt orders are trickling in
  - b. Soliciting parents to sit at events and sell spiritwear
10. Fundraising
- a. Shoe Drive: second week in Jan. Needs a chair. Nicole has the marketing materials, baskets, and information. (It will be easy.) Set date and duration.
    - i. Jan 16-31st
    - ii. Put posters provided by Got Sneakers and put up in PODS and in office
    - iii. Put laundry baskets to collect shoes in office and one other location that is supervised
    - iv. Nicole solicited for chair - Madalyn will chair with Carrie assisting
  - b. Online Book Fair - No luck
  - c. Gift of Time - 12/20
    - i. Nicole soliciting for tape and people to help wrap gifts
    - ii. Nicole explained how Gift of time will work
      1. Starts at 8:30
      2. Girl Scout Troop will be coming after school to help out

### New Business

- a. AZ Cardinals Tailgate Night Monday Dec. 12th - had a conflict with theater event. Let's do this next year and plan early.
- b. Panther Bingo Night - Set date. Needs a chair. We have a \$200 Target gift card to buy prizes.
  - i. Following dates are options. Do we think a Wednesday would work?
    1. Wednesday, February 8<sup>th</sup>
    2. Wednesday, February 15<sup>th</sup>
    3. Wednesday, February 22<sup>nd</sup>
- c. Illusionist Night - Nicole has an email into Rick Giliam to get possible dates. Nicole is working to find a business sponsor. Idea: Lead tickets to win an invite. Event would be free. PTSO would sell candy to cover the cost beyond the sponsor.
  - i. Cost is \$595 - Nicole reached out for potential sponsor
  - ii. Instead of selling tickets, let students turn in Lead tickets to potentially win tickets to event
    - 1.
- d. Shade the Space Improvement Project - Nicole took photos of the space(s) and will reconnect with district personnel.
  - i. Summer gift of love