

MINUTES OF BROADWAY ELEMENTARY PTO (“PTO”) GENERAL MEETING

MINUTES of the General **PTO Meeting** held at Broadway Elementary on the 11th day of October 2017.

There were 10 members of the PTO Board Members present.

Parliamentarian, Kim Erbele, formally called the meeting to order at 12:03 p.m.

Minute Approval:

Motion made to approve minutes from prior general board meeting held on September 13, 2017. Minutes approved.

PRESIDENT REPORT:

Hurricane Harvey Assistance:

- All funds have been distributed so far with the exception of funds we will use for the Christmas toy drive.
- We will continue to keep the portal open for monetary donations to the fund.
- Toy drive will be from November 1 - December 8th. Families will submit gift lists and each family will be assigned a number. All gift will be entered on a signup genius by family number for people to purchase. Families will pick up all donated gifts on December 8th.

Red Ribbon Week:

- Theme has been changed and room parents have been notified.

Treasurer's Report:

- Budget update

Fundraising:

- Direct Donation Campaign:
 - Business packets have been sent out and have several sponsors so far. These businesses will be thanked on the marquee and website.

Programs:

- Santa Secret Shop
 - Preview week to be after Thanksgiving. Week of Dec 4th will be sales.
 - Will sell before school, recess and lunch as volunteers are able to work the store
- Breakfast with Santa
 - Date is December 9th
 - Planning going on now

- Mother / Son Halloween Fun night on Friday Oct 13th. From 6:30 - 8:30 p.m.
 - Still need volunteers to work stations and check in.
 - Sign up genius for supplies
- Staff Appreciation
 - November 1st will be baked potato and salad lunch organized by 1st grade

Communications:

- Directory - still work in progress. Firm date to distribute the link is pending.

School Spirit:

- Spirit wear orders have been placed.
- Will postpone next Tuesdays Skatetown spirit night.
- Spring Creek 3 winning classes were Miss G, Mrs. Swartz and Mrs. Bruner
- Will work on sending home a flyer with rest of year spirit night dates for parents

Committees:

- Fitness Friday with Dads
 - Will be Friday the 20th
 - Is Mrs. Mays event but we usually help with snacks etc.
- Box Tops
 - Deadline extended 1 week. @0th is final date. They are due to be submitted by November 1st.

MISC OTHER:

- Snack bar in teacher lounge on hold. Will revisit Vending machine in spring
- Will discontinue monthly general meetings at noon. Will continue doing quarterly evening

Meeting was adjourned at 12:28 p.m. by Parliamentarian Kim Erbele.

Meeting Minutes were compiled by Jennifer Fields, Broadway PTO Secretary.