



PTO Monthly Meeting January Agenda

I. Welcome and Opening Remarks

1602 Call to order

In Attendance: Tara Pittack, Melinda Shuttlesworth, Stephanie Grady, Kimberly Jones, Brian Myrick, Amina Mpoy, Peter Brown, Amanda Barker, Martin Balzert, Khristian Kehoe, Carolyn Berlin, Kristine Yeckley

II. Past Business

A. Pancakes and Pajamas

Good response from attendants; good turn out; Spirit Wear pop up sale took in 118 Euro!

III. Current Business

A. Treasurer's Report:

1. Current Balance: \$8,680.17
2. Cash Box (Yellow): €500
3. Cash Box (Green): €480

B. Fund Requests:

1. Noise-Canceling Earmuffs - **\$383.80**
 - a. For the US Section – 42 pairs (up from the 36 originally requested)
 - b. For British Section – 10 pairs
 - c. For Canadian Section – 10 pairsRequest for PTO to make purchase vs reimbursement
Ms. Yeckley motion to approve; no objections
2. James and the Giant Peach Musical Assistance – \$3500 (Unofficial Request ~ sent via email)
 - a. Costumes - \$2000
 - b. Set - \$1500
(Last year we paid 4000 and are anticipating 5000 in requests this year)
No Objections to funding the \$3500; itemized lists will be provided
3. Playground equipment - get an itemized list submitted to official request link
4. **Fund Requests Paid Out - €1,454.07 + \$2,040.96**
 - a. Irish Storyteller - €1,200
 - b. Emergency Lunch Card Beginning of Year "cushion" - €100
 - i. US Section - €50
 - ii. British Section - €25
 - iii. Canadian Section - €25
 - iv. No current German card on file – Card not needed
 - c. Tooth Saver Necklaces - \$98.79
 - d. Battle of the Books - \$436.17
 - e. Math Olympiads - \$200.00
 - f. Spelling Bee - \$92.00
 - g. Pumpkin Drop - \$125.00
 - h. Sinterklaas Materials - €154.07
 - i. School Musical - \$1,089.00

C. Committee Updates:

1. Book Sales:

- a. September: €341.12 / \$23.75
- b. October: €352.60/\$16.00
- c. November: €306.10
- d. Christmas Fayre: €71.00 / \$1.00
- e. Next Sale: January 28th

2. Box Tops:

- a. Goal: \$500
- b. Current: \$148.30

3. Yearbook:

- a. Chair: Kristin Kujat
- b. Start sales in January; Close April 14th
\$33 for soft, \$39.10 for hard
- c. Cover Contest information will go out in January

4. Spirit Wear Sales:

- a. Pop-up Sale – Pancakes & Pajamas (12/10) – €118
- b. Pop-up Sale – Christmas Luncheon (12/18) – €265
 - i. €132 Additional in online sales
- c. Vendors:
 - i. Local: Lyndsey (hats, bags, keychains)
 - ii. Shirts: Spangdahlem
 - iii. No custom ink fees this year
- d. Sold most of our on-hand stock of T-shirts and Hoodies (adult and kids)
- e. Hoping to get MOMC design out soon so we can order and deliver before break
Options will be purple and green; also request for patch for GK members to wear during April

V. Upcoming Events

A. January Booksale

1. January 28th

B. 2 February PTO Meeting

1. Library Conference room - 4:00 pm

C. STEAM Night

1. February 5th
2. PTO and PTA are taking pre-orders for pizza and drinks
3. Flyer will go out this week with pre-orders due on January 28th (Hard Copy and electronic)
4. Pre-orders only; all orders will be done through the website
5. Event runs 1700-1900; set up 1600; pick pizza up at 1630, distribution from 1700-1800

D. Candy Grams

1. Candy grams will be distributed on February 13th
2. Flyer will go out the week of January 26th
3. Orders will be done through the website and will close on February 6th

E. February Booksale

1. February 25th

F. Carnival Dance and Game Night

1. February 27th
2. Waiting on price information for balloon animals, glitter tattoos, and face painting
3. Looking for a DJ - Amina is working to contact a few people she knows ; Mr Brown will also check contacts
4. Pizza and drinks will be served; orders through the website
5. This is not a drop off event - parents will be required to stay

G. Read-a-thon

1. Throughout the month of March
2. Working to change the original address to avoid paying the 30% fee at the end
3. More information to come in February

H. Musical – James and the Giant Peach

1. March 13th and 14th
2. Food for concessions – discuss the possibility of pre-orders and providing grab bags

- A skip the line for pre orders and an order on site line
3. Lunch/dinner for kids in the musical
 4. Working to coordinate ticket sales through the website
 5. Planning a meeting with Mr. Myrick to discuss

VI. Open Forum

A. Spiritwear pop-up sales

1. Reduce our inventory of the smaller items
 - a. STEAM Night - 5 Feb
 - b. School Musical - March 13th and 14th

B. Legacy

Generate ideas and meet with Principals (they meet on a Tuesday)

C. Arnhem trip in May

Funding for children struggling to pay or to fund chaperones or miscellaneous charges associated with trip, ie minibus; teachers are not paying out of pocket (6 staff members on duty 24/7) but also their charges are not rolled into children fees; first payment due Jan/Feb; ~\$350 per child); suggestion to designate an annual donation as our legacy gift. No consensus reached.

D. Booksale:

1. Card payments at book sales
 - a. Beneficial for certain sales planned (Miner's café sale in February)
 - b. Not intended to be used at school sales

Motion to deny; passed without objection

2. Cost of printing posters each month compared to takings at each sale
Printing costs do not come from Booksale Budget

VIII. Adjournment

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