**Las Sendas Elementary PTO Meeting Minutes:**

November 26, 2018

Las Sendas Elementary School Parent-Teacher Organization (PTO) met in regular session in the media center at Las Sendas Elementary (LSE) 3120 N. Red Mountain RD on November 26, 2018. Meeting was called to order at 4:22pm.

**Approval of October Meeting Minutes:** Jennifer Berkshire

Motion to approve October 2018 minutes was made by Mrs. Silva. Second by Mrs. McConnell. Motion passed.

**Treasurer’s Report:** Emily Scanlan

Emily Scanlan reviewed the PTO budget and explained the Balance Sheet. PTO has a balance of $60,627.01 with an operating balance after encumbering funds of $50,591.55. The media center has a balance of $5,954.47.

**Principal’s Report:**

Mr. Kaczmarek reported he is still investigating the best Spanish language program for all students at LSE. He reported they are leaning toward a Flex Program and also looking at funding for a Spanish teacher. He will continue to update the PTO as needed.

**Review of November: Jennifer Berkshire**

1. The talent show was a big hit and we had standing room only! We will recommend to continue the talent show in the future.
2. The Coyote Chase and BBQ were amazing! So many parents showed up to volunteer and support their children. The Pledge packets are due Friday, November 30, 2018. The Mesa Vice Mayor, David Luna and the East Mesa Area Superintendent, Dr. James Driscoll, came for lunch.
3. Teachers commented that the Coyote Chase was very well executed and the DJ was awesome!

**Fundraising:** Jennifer Berkshire forCynthia Watts

1. Jersey Mike’s DNO total came in and we raised $225.00.
2. The Papa John’s DNO total is not in yet, but we did a little contest on Facebook. Jessica Beranek, Amanda Niedermann and Julie Ellis showed their participation and won a coupon for a free medium one topping Papa John’s Pizza! Our quarterly donation from them was $211.01.
3. Our next DNO is December 11, 2018 at Nando’s Mexican Café all day from 11:00 am - 9:00pm.
4. The Box Tops contest ends December 14, 2018 and the prize is a donut party. The current contenders are: Mrs. Eaton - 466, Mrs. Micela – 199 and Mrs. Silva – 155.

**Events:** Courtney Baker

1. The Holiday Shoppe is next week, December 3-7, 2018. We will have small items for the students to purchase for their family, friends and teachers available before school, during lunch time and after school. We will wrap up the shop on Friday, December 7, 2018, at the end of the Jingle Mingle.
2. The Jingle Mingle is December 7, 2018 from 6:30pm – 8:30 pm in the multipurpose room. We will have games, crafts and the movie Elf will be showing.
3. We are continuing our donations for Jefferson Elementary School to help stock their food bank. To get this rolling, we are holding a contest for the class that brings in the most non-perishable food items. Teachers, we request you keep a tally and we will collect that number on December 12, 2018. Jefferson Elementary School will pick up the food on December 14, 2018. The winning class will win lunch the week of December 17, 2018. Let’s help those in need especially this holiday season!
4. Breakfast with Santa is coming up at Painted Mountain Golf Resort on December 8, 2018 from 8:00am – 11:00am. Make your reservation to see Santa. The PTO will receive 10% of all the proceeds. Flyers will go home this Wednesday.
5. **Communications:**  Danielle Brewer

A drawing was held for a gift basket with French coffee and sweets. Mrs. Sears was the lucky winner!

**New Business:** Jennifer Berkshire

1. Tiffany Manley gave a presentation about the new Drama Club and its expenses and planned revenue. She requested the PTO work with the newly formed Drama Club and requested reimbursement for wireless headsets for the club. Motion to approve working with the Drama Club and encumbering $257.66 for headsets was made by Mrs. Junkes. Second by Mrs. Eaton. Motion passed.
2. Motion to encumber $4,500.00 for Grace Dearborn to visit in January 2019. Many teachers saw her over the summer but we would like to offer another visit. Hopefully, Mr. Kaczmarek will find funds to cover the cost and PTO will be used as a backup. Motion to encumber $4,500.00 for Grace Dearborn continuing education presentation was made by Mrs. Manley. Second by Ms. Lombardi. Motion passed.
3. Motion to encumber $250.00 for the Harkins movie cup/popcorn fundraiser. We will be selling Harkins cards that can be redeemed at Harkins for their 2019 movie cup/popcorn program. Motion to encumber $250 for the Harkins card movie cup/popcorn program was made by Mrs. Junkes. Second by Mrs. McConnell. Motion passed.
4. Motion to encumber $895.00 for 2017-2018 taxes. Motion to encumber $895.00 for taxes preparation was made by Mrs. Manley. Second by Mrs. Sears. Motion passed.
5. Motion to encumber $552.96 for the Coyote Chase. The shirts were a bit more expensive than we anticipated and this will bring the account to a zero balance. Motion to encumber $522.96 for the Coyote Chase was made by Ms. Brown. Second by Mrs. Junkes. Motion passed.
6. Motion to encumber $450.00 for a Honda Self-Propelled Lawn Mower. This will stay at our campus for our use exclusively instead of being moved from school to school. Motion to encumber $450.00 for a Honda Self- Propelled Lawn Mower was made by Ms. Brown. Second by Ms. Lombardi. Motion passed.
7. Motion to amend the encumbered funds for the Coyote Chase from $522.96 to 609.87. Motion to amend the encumbered funds from 522.96 to $609.87 was made by Ms. Lombardi. Second by Ms. Brown. Motion passed.

**General Housekeeping**:

Motion to unencumber the following:

 $1,783.16 from the Number One in AZ Celebration.

 $285.67 from Spirit Wear

 $125.84 from the talent show

Motion to unencumber $2,194.67 for the above listed events was made by Mrs. Junkes. Second by Mrs. Eaton. Motion passed.

**Upcoming Events**:

December 3-7 - Holiday Shoppe in the Media Center

December 7 - 6:30pm – 8:30pm Jingle Mingle in the Multipurpose room

December 11 - Nando’s Mexican Café DNO from 11:00 am - 9:00pm

December 12 – Contest for Canned Food Drive ends

December 14 - Box Tops Contest ends

December 21 - Early Release and Winter Break

**Next PTO meeting will be December 17, 2018 at 4:15pm in the media center.**

**Meeting Adjourned**

Motion to adjourn the meeting made by Mrs. McConnell. Second by Mrs. Junkes. Motion passed. The meeting was adjourned at 5:05 pm.