

Highland Lakes PTSO
General Membership Meeting
September 3, 2014 at 2:00 pm

Members Present:

Jennifer Krueger,
Tammy McKillip
Kate Lyster
Julie Stallman
Michelle Colman
Carol Miles
Anndi Kawamura
Stephanie Marston

Kris Hart
Lisa Potts
Marla Potts
Reagan Foxx
Teresa Alvarado
Jessica Thruston
Diane Tyler
Angela Richter

1. Welcome/Call to Order
 - 1:58 Anndi calls to order 1st PTSO Meeting
 - Meeting day change so Mr. Anderson can attend: Thursday at 2:00
 - Web Page Calendar always accurate:
<http://www.highlandlakesptso.com/calendar-of-ptso-events.html>
2. Introduction of Guest
 - No guests today
3. Joys and/or Concerns
 - Anndi meets with Mr. Anderson at the end of the month and brings joys and concerns
 - Parking lot: parents are dropping in the parking lot area, pull and trim the bushes
4. Approval of Past Minutes
 - None, first meeting
5. Financials
 - a. Approve Budget for 2014-15
 - Reviewed budget (attached below)
 - Discussed Kiln and working budget numbers
 - Anndi explained what is a mini grant is (teachers can ask for \$50 a year for things they need or reimbursement in their classroom)
 - Question was asked about who owns the equipment bought with a mini grant. The school has a board process to get them into the district inventory (owned by school not PTSO in the end).
 - Jennifer entertains a motion to approve the budget.

- Julie Stallman seconds the motion
 - Voice vote unanimous.
6. Presidents Report
 - Not an official report this time but Thank you's from Anndi to the board and volunteers.
 7. Old Business
 - No Old Business
 8. Unfinished Business
 - No unfinished
 9. New Business
 - First Volleyball game: September 11th in the Gym from 4-6 sell drinks, chips, snacks, popcorn, spirit wear any volunteers? No takers. We will put out a volunteer spot to get interest.
 - Peter Piper Pizza Family Fun Night September 18th 4-9.
 - National Walk and Bike to School Day Wednesday October 8th picked as highlight school for City of Glendale . Whole week is wellness week hosted by PE. 1st Saturday organize a group bike ride to kick off the week. On the day of we will meet across the street at 8:00 and walk from the park to the school. Looking for someone to play music. For those that drive, we are checking to see if the church can be used for parking. Carpool contest (prove that you carpooled ideas (facebook picture post)) and the winners get plaquers to get a carpool spot. People that ride the bus will do something in PE. Decorate your helmet contest. City of Glendale has 2 helmets to give away as prizes. Idea: take helmets and raffle them off with a bike. Radio station to come out?
 - Bearathon Overview
History on the Fun Run: Last year we hired a company that did a fun run (Boosterathon). 52% of the proceeds went out of the school. We are doing it ourselves this year (November 20th is the run). We start pledging and pumping up the kids on November 3rd. If you want to volunteer please let us know. We are looking for help with electronic pledge forms, getting sponsors..
 - Classroom Liaison
List is almost complete, be on the lookout for more communication on this position.
 - Committee Chairs
Character Cart Julie talked about Bear Bucks and the nutrition rules. Class parties could maybe be an exception to the nutrition rules so we will check with that. Idea: Survey out to kids on what you want on character cart. Hat Day reward, homework pass, coupons.
 - Cardinals Tickets
Forms are on the webpage <http://www.highlandlakesptso.com/fundraising.html>
 - Harkins Cups and Shirts
50 cups and 25 tshirts to get the benefit. Orders need to be placed by Nov 7th. Lots of discussion about how much the cup is if you go into Harkins vs this. Fundraiser. Investigating further.

- Order PTSO Shirts by September 8th (email highlandlakesptso@gmail.com) or write in on an order form.
- Notebook drive finishes on September 8th (you can drop them off at the mall until the 21st). 500 for notebook 500 for wearing spirit wear. We are 10th on the list. Volunteer Spot possible for helping to drop off.

10. Open Discussion

- How are the students involved with the PTSO: Student Council, we go to their meeting instead of them coming to us to get the Student part more involved in the PTSO. We are going to find out when they meet.

11. Next PTSO meeting Thursday October 2, 2014 at 2:00 PM in the Front office Conference Room.

12. Adjourn

Highland Lakes PTSO 2014-2015 Budget	
	2014-15 Budget
Income	
Fundraising Activities	
Bearathon	\$ 25,000
Box Tops	\$ 2,200
Concessions	\$ 500
Electronic Scrip Rebate	\$ 50
Food Truck	\$ 500
Frys Food Store	\$ -
Fundraiser Buy-out	\$ -
General Donations	\$ -
Holiday Shop	\$ 500
Prior Year	\$ -
Other Income	\$ -
Silent Auction (Spring Fling)	\$ -
Spirit Night	\$ 500
Spirit Wear	\$ 500
Spring Fling	\$ 3,500
Total Income	\$ 33,250
Expenses	
Bearathon Donation to HLS	\$ (10,000)
Classroom Expenditures	
Copy Paper	\$ (200)
Mini Grants	\$ (7,000)
Other Classroom Expenditures	\$ -
Teacher Reimbursements	\$ (2,000)
Teacher-Parent Communicator Folders	\$ (460)
Events	
6th Grade Promotion	\$ (200)
8th Grade Promotion	\$ (200)
Art Fair	\$ (250)
Character Cart	\$ (2,400)
Family Dance Night	\$ (50)
Other Events	\$ -
Science Fair	\$ (1,000)
Talent Show	\$ (450)
Other Expenditures	
Petty Cash	\$ (100)
Prior Year	\$ -
Supplies & Small Equipment	\$ -
Administrative Expenses	
Domain Name	\$ -
Filing Fees	\$ (10)
Liability Insurance	\$ (500)
Other Administrative Expenses	\$ -
Website	\$ -
Teacher-Staff Appreciation	
Administrative Professional's Day	\$ (100)
Nurse's Day	\$ (20)
Principal's Day	\$ (50)
Teacher Appreciation	\$ (1,500)
Teacher Birthday (Card & Candy)	\$ (200)
Teacher Dinner - Fall (Pot Luck)	\$ (50)
Teacher Dinner - Spring (Pot Luck)	\$ (50)
Teacher Appreciation Misc	\$ -
Total Expenses	\$ (26,790)
Net	\$ 6,460
Current Financials as of 8/28/14	
PTSO Checking	\$ 6,723
PTSO Saving	\$ 3,381
Designated Funds	\$ (3,986)
Total	\$ 6,118