

Sinclair PTO Board and Committee Head Meeting

September 4, 2018; 7:00 – 8:00pm

Meeting Minutes

Agenda:

- Start of School Recap
 - Please email ways we can improve Meet the Teacher to President@sinclairpto.org
- Room Parent Update: Carrie
 - Still need 7 room parents
 - Martinez, Campbell, Byrd, Lauritzen, Cox, White, Wilkerson
- Pumpkin Patch: Hallie and Erin
 - October 6-25th
 - Open M-F; 3-6:30 and Saturday 9-3 with Spooky Saturday Event running 10-2. On Friday, October 19 open 11:30-12:30 (half day at school)
 - Grades will be responsible for filling days with a signup genius sent via Room Parent. Need 12 volunteers/grade on a weekday to cover shifts. Saturdays open for everyone to volunteer.
 - Looking for a face-painter (donated) for Spooky Saturdays
- Communication with Families: Living Tree – Traci
 - Will be going out via text or email
 - If issues, please contact Traci Riley or Kara Salton
- Open House Upcoming: Sept 20th
 - Need Volunteers
 - PTO quick recap at 4, 4.30, 5
- Thanking Central Bank
 - We are going to be making banners to thank Central Bank. We'll have them up at open house and then we can put it up the next day at Boosterthon too. Ideally it carries over for big events and we can use at the auction too.
- PTO Website Development
 - Domain is not live yet, but will be www.sinclairpto.org

- Jessica will need all the organizers/committee chairs input on what they want on their part of the site. Email is easiest: website@sinclairpto.org or jdo_tx@yahoo.com
- Will be able to put files/links/rewards programs as well as a calendar that synchs
- Fall Festival Planning and Updates: Traci
 - Wristband Pricing – \$15?
 - Discussion of combined deals (wristband + shirt + confetti eggs), second child discount, family max
 - Finalizing shirt design
- Boosterthon Update
 - Fundraising Goal: 30,000
 - Kickoff: September 12
 - Fun Run September 21
 - Prek-2nd: 8-9am
 - 3rd-5th: 9:15-10:15
 - Need Volunteers
 - Water Stations
 - Mark Laps
 - Would be helpful if volunteers can stay for entire event
- Questions/Comments
 - Where was Boosterthon Money from last year spent?
 - Transparency; allowing parents to know where funds are allocated
 - Adopt an Ancillary Teacher as idea for teacher appreciation
 - Amazon Wishlists for teachers – make it public; also specify what teachers want which items to allow parents to purchase for their class – Bring up at Faculty Meeting to make sure all teachers are aware and have a chance to make requests
 - Grandparents Day, September 13. Times TBA. Will need Volunteers.
- Next Meeting:
 - Quick Recap Meeting: September 20 at 4, 4.30, and 5
 - School Wide Meeting in October. Location and Date TBA.