

Sinclair Elementary School  
PTO Meeting Minutes  
9/4/2019

- Free dress for your student 9/5/19 for coming to PTO Meeting
- PTO Board Introductions
  - o Adrienne Thorp – President
  - o Kim Ludlow – Internal Vice President
  - o Erich Rosenow – External Vice President
  - o Traci Riley – Treasurer
  - o Gardner Mack - Secretary
- PTO Meeting Times (listed on website as well)
  - o 11/12/19 – 6-7 pm @ Sinclair Library
  - o 12/10/19 – 6-7 pm @ Sinclair Library
  - o 1/14/20 – 7:15-8:15 am – Coffee with the Principal @ Sinclair Library
  - o 3/10/20 – 6-7 pm @ Sinclair Library
  - o 4/7/20 – 6-7 pm @ Sinclair – PTO Board Nominations & Dessert with the Principal
  - o 5/5/20 - TBD
- Website update: Raina McChristian & Jessica Nute
  - o [sinclairpto.org](http://sinclairpto.org)
  - o Get Involved Tab – fill it out to volunteer for committees
  - o All event pages are updated.
- Monthly Calendar/Auction – Kara Salton
  - o September – Open House
  - o Grandparents luncheon/Special Person Luncheon – September 12 during lunch times
  - o SDMC Meeting – all parents welcome- on the PTO Website and on FB page
  - o Boxtop Contest in October
  - o Boosterthon – kickoff 10/1
  - o Boosterthon - 10/11
  - o Pumpkin Patch
  - o Check the PTO Website
  - o Donation/Underwriting forms for Auction – available NOW thru Kara
    - Also, request for parent socials available thru Kara.
    - Auction – February 28, 2020 @ Eureka Heights (7p-11p)
      - Kid Venture will be available to book childcare.
- School wide tech update – Kim Ludlow
  - o Volunteers updated computers/reimaged them for the school.
  - o PTO purchased 8 laptops for Mr. Quentin (will eventually increase to 13 laptops)
  - o PTO currently working with Ms. Doucette.
- Boosterthon – Kim Ludlow
  - o Kickoff – October 1
  - o Boosterthon Run – October 11
  - o Wild West Theme
  - o Shakira Morera-Felix is in charge of the event
  - o GET VIPS APPROVAL TO VOLUNTEER
  - o Fundraising Goal = \$30,000

- Open House
  - o September 25 – PreK/Kinder (4-5 pm)
  - o September 25 - 1<sup>st</sup>/2<sup>nd</sup> – (4:30-5:30 pm)
  - o September 26 – 3-5<sup>th</sup> (4-5 pm)
  
- Pumpkin Patch
  - o Will run thru October 25 or 27
  - o Hotel Transylvania – Movie kickoff for the Pumpkin Patch – October 11<sup>th</sup>
- Fall Festival – November 2 (8:30 am-1pm)
  - o All HANDS ON DECK – any time you can volunteer, we would really appreciate it.
  - o Questions – contact Traci Riley
- Grandparent/Special Person Lunch – September 12 during lunches
- Monthly Teacher Appreciation
  - o 9/18 – 2<sup>nd</sup>
  - o 10/16 – 3<sup>rd</sup>
  - o 11/20 – 4<sup>th</sup>
  - o 12/18 – 1<sup>st</sup>
  - o 1/15 – PreK/K
  - o 2/19 – 5<sup>th</sup>
  - o 3/11 – K, 2<sup>nd</sup>, 4<sup>th</sup>
  - o 4/15 – PK, 1<sup>st</sup>, 3<sup>rd</sup>
  - o Check your Wednesday folders for details/sign up geniuses for things to bring.
- Don't forget to get VIPS approved to volunteer at the school.
- Most of our events need sponsors/underwriters. If you know of anyone, please let Traci Riley or Kara Salton know (or any of the PTO board members).
- Adjourn