



Falcon Family PTO Minutes

January 9, 2017

In attendance: Shannon Jonietz
Rebecca Gerry
Jawanda Mast
Stacey Rhoades
Morgan Lang

Called to order by Shannon at 6:35 PM

Treasurer's report was given by Rebecca Gerry

- \$4,521.19 Balance
- Falcon Fund Receipts: \$2,086.65 YTD

Past Business

- 400 Finals Kits were distributed by the FF PTO.
 - PTO cleared \$945
- New recruiting methods through Sign Up Genius and gift cards credited for success and funds in the bank

Open Business:

- Bank Account transition
 - The PTO Bank Account will be opened at the Bank of the Prairie. Many other OS groups have accounts there.
 - Signature authority for the Falcon Family PTO is granted to
 - Treasurer
 - President
 - Secretary
 - Current Officers who will be given signature authority are:
 - Treasurer – Rebecca Gerry
 - President – Shannon Jonietz
 - Secretary – Jawanda B. Mast
 - The bank will need the FEIN, opening deposit and a copy of the minutes stating who has signature authority.
 - Any non-budged expenses \$250 or above require double signatures of two of the stated officers
 - PTO is very appreciative of Rebecca Gerry's commitment and work as the treasurer these past few years
- Teacher Conference and Dinner Feb. 9 (4:00 PM)
 - Olive Garden to once again cater the meal. They will provide food for 200 and charge us \$600; they will provide paper products.
 - PTO will have an unstaffed table at the conferences as we do not have the volunteers to staff table

- Stacey will SUG requesting desserts and volunteers (6) to begin at 3:00 and assist w/set-up and serving
 - Jawanda will pick up food.
 - PTO will purchase drinks
 - Olive Garden contact is GM Jason Linder (JLinder@OliveGarden.com). He has been very supportive and Jawanda recommended that OS recognize him in addition to PTO doing something. Group tossed out idea of having an end of the year dinner at Olive Garden. May try to schedule in March.
- Winter Formal Dance, February 18.
 - Contact: Jennifer Schlicht, STUCO who joined for part of meeting
 - Theme: Winter
 - PTO will provide 350 bottles of water and water thermos throughout commons
 - Stacey will request through SUG 15 chaperones; areas of need include:
 - Ticket takers
 - Coat check (Jawanda has plastic bags and wrist bands stored at home)
 - Ms. Schlicht will provide scissors, stapler, etc.
 - General chaperones
 - **Need to know who from PTO can help please**
- Prom and After Prom
 - Ms. Schlicht stated same type food as last year will be fine
 - Stacey will be sending SUG for these events
 - Requesting chaperones for After Prom as a priority; we had very few volunteers last year
 - Gift cards to purchase needed food
 - Shannon to contact Sharon about donations from Tyson
 - Discussion of what might be available; should we stick to meats, cheese or maybe do something like nuggets.
 - Jawanda will reach out to Ms. Dupree to see if they have a service group who might be able to wash and prepare fruit on Friday evening; discussed who would oversee this
 - Last year food was meat, cheese, rolls, coffee, cupcakes, cookies, chips, salsa, strawberries and grapes. Needed more help in food prep
 - After information is gathered, will decide at next meeting
 - Need more information about PTO role in recruiting PROM chaperones. Junior sponsors: Rachel Pagelar and Taylor Schwartz. Shannon to contact
- SUG- Stacey plans to send Teacher Dinner/Winter Dance SUG together

Meeting was adjourned without a motion at 7:35 PM

Next meeting: February 6, 6:30 PM, Teacher's Lounge – PLEASE NOTE ROOM CHANGE

Respectfully submitted,

Jawanda Barnett Mast
Secretary
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