

**Monon Trail Elementary School PTO Board Meeting**  
July 2020

**I. Attendees: Carrie, Stephanie, Tricia and Sheri**

**II. Meeting Open**

Board Members

Carrie Woodruff	Tricia Williams	Stephanie Addington	Sheri Faulkenberg
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Principal/ Staff/ Teachers - not included in this meeting

Dana Dietz	Hether Darnell	Stacey Kraus	
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**III. Agenda Items:**

A. Financial Update

- a. Receipts reconciliation -
- b. Teacher Grants and Receipts -
- c. Tax Update **SF- 99% Done need personal addresses to update (Board Member)**
- d. Adjustments to budget for next year
- e. Teacher grants - how do we want to do them this year...reimburse teachers or give up front - pay via Venmo? - **Still in progress - Reimbursement - \$175 PT/SF to draft letter**

B. Fundraising

- a. Update on Website for Donor opportunities -**CW will send - Spreadsheet Corp/Donor Thank you board will divide and contact list**
- b. Corporate Donations - Determine what we want to do with donors not yet contacted

C. Teacher Appreciation - **Cookies & Sanitizer Lanyards**

- a. Will work on access to building after hours to decorate - PTO not allowed in building

D. Identify Events we want to do next year

- a. Adult Only Event
  - i. Date - Sept 26, 2020
  - ii. Need a few anchor sponsors to cover bathrooms, DJ, Food
  - iii. Sign Contract and submit for Bartender
  - iv. Secure Food Vendors, DJ -
  - v. Silent Auction - Committee Members Suggestions
  - vi. Finalize Attendee Favor
- b. No Back to School night, not planning Fall Festival at this time
- c. Monon Moves
  - i. Provide two options and put in survey so parents can vote
    - 1. Walk with your family - **Possibly combine events Walk-a-thon/Read-a-Thon**
    - 2. Read a Thon
- d. Survey - finalize survey, put in survey monkey and send out -

E. School kits

- a. Delivered August 5th or 6th
- b. Won't have class assignments by then, we will just separate by grade alphabetically and teachers will have to come get them
- c. Need to determine where Dana wants them stored

F. No cook nights - might have to be creative this year- Discuss with Courtney McKinney

G. Monon Families - waiting to hear if this will be a thing this year and if so, T-shirts?

H. Newsletter - Content for August?