

May 15 Annual PTO Meeting

In Attendance: Kenneth Williams, Valerie Williams, Karen Hofferman, Wendy Crouch, Mary Dineen, Nathalie Pratt, Amanda Wember, Kristin Kusmirek, Sara Knight, Barb Hoyt, Deana Zimenoff, Paula Mosley, Chris Goodman, Stacey Crist, Trina Faatz, Margaret Riedel, Erica Johnson, Kari Albright, Michele Marshall, Libby Black, John Riggs

Who Are We: Our PTO is group of dedicated parents who care about Manhattan Middle School.

What is Our Purpose: (From our Bylaws)

The PTO is organized and shall be operated exclusively for those charitable, educational and scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code (or corresponding provisions of any future federal tax code). The following specific purposes are included, without limitation, in the foregoing general purposes:

- a) To support the well-rounded education of children in Manhattan Middle School of the Arts and Academics (“MMS”).
- b) To improve the quality of education and the total school environment at MMS by supporting and funding academic and environment goals set forth by the School Accountability Team.
- c) To serve in an advisory capacity to the principal of MMS, and to work in a collaborative forum with the principal and staff to facilitate effective site-based management.
- d) To raise funds through fund-raising activities that shall be used for educational projects and other educational activities for MMS’s students, faculty and staff.
- e) To act as a coordinating body, for all members of the PTO who would like to volunteer their time at MMS, and to provide a structure for communication among students, parents, faculty, staff, administration, and members of the community.

How Do We Raise Money:

Magic Phoenix-This is Manhattan's Major Fundraiser. It is a direct appeal to the parents and guardians of our students. We start this campaign as soon as school starts. We get a wish list from the teachers, these are items that aren't included in their budget but would enhance the classroom experience for their students. Then we send out this list along with a letter asking for donations. This year we had a goal of \$25,000. We raised almost \$24,000, and we distributed \$22,000 to the teachers.

A few changes we made this year:

*There was no limit on the amount that could be requested by a teacher.

*Money was distributed earlier, in December and had to be spent by April 1, or be forfeited.

*Sent out an update to parents on how the money was spent.

*Saved money on postage as we sent tax receipts with the schools.

*Allowed departments to make requests—unsure if we will do this again.

Community Dinners-These are easy fundraisers, that are set up on a monthly basis, and families can choose to participate or not. If clubs or groups at MMS have financial needs, we try to assign one of these nights to the group. These are the nights that we had, money raised and where the funds went:

California Pizza Kitchen	Aug.	\$282	PTO
Chipotle	Sept.	\$1,132	Flood then to PTO
California Pizza Kitchen	Oct.	\$151	PTO
Twisted Pine Brewery	Nov.	\$450	Tall Ships
Nut Cracker Ballet	Nov.	\$300	Dance
5 Guys Burgers/Spooners	Dec.	\$194	Art Club—added \$106
California Pizza Kitchen	Feb.	\$148	Latino Leadership**
BJ's	April	\$25	8 th grade
Beau Jo's	May	(\$50)	8 th grade

** need to write this check

Box Tops & Milk Caps-This year we have raised \$490.60 in box tops and \$126 in milk caps. This money was used to purchase a

popcorn machine and recently a snow cone machine. Both of these machines are property of the school and will be used at various times.

Grocery Cards-This was a new fundraiser that was started this year at MMS, using the reloadable grocery cards to King Soopers and Safeway. We just received our first check from King Soopers for \$333. We haven't decided where we would like these funds to be used. We had generous parents who donated grocery cards to all of our staff, as a way to start this fundraiser.

School Store- The school store typically raises about \$1000. This year this might be lower since we made a large investment (nearly \$5000) in new clothing since our logo changed this year. We still have clothing in inventory, but will once again purchase more at the start of the new school year.

How Do WE Support MMS:

Teacher Support-

- *We provide information about volunteers for the teachers when needed.
- * We provide meals for the teachers and staff during conference nights—next year we will provide 3 meals during the conferences.
- *We provide monthly snacks for the teachers and staff.
- *We treat our teachers and staff to a wonderful week during Teacher Appreciation Week in May—this year we also purchased new lanyards that we are waiting for.

School Support:

- * Coordinate the Bike to School and Earth Day—making these fun events for the kids.
- * Sponsor the Winter Social; by buying the ice cream and helping coordinate the event.
- * Helped with the first Cultural Diversity Night this year.
- * Bought all the compostable for school events
- *Coordinate the Science Garden
- *Assist with Vision and Hearing Screening and provide snacks for volunteers.

- *Co-sponsor with 360 parents the Welcome coffee for 6th grade parents.
- *Provide snacks for the Rise awards in Dec. & May.
- *Help distribute the Trip Tracker Awards on a monthly basis.
- *Support the PEN program
- *Distributed and Organized the TCAP Snacks
- *Helped with OE tours

Accomplishments this Year

- *Supported our Families in need.
- *Had a Successful Bake Sale with Burritos for parents during conferences, because parents get hungry too. Will continue to offer this as a fundraiser to groups. Dance raised over \$300 at this event and took great pride in their efforts.
- *Upgraded the website—check it out it looks great!
- *Ordered new clothing for school store with the new Logo.
- *Started new fundraiser with the Grocery cards
- *Updated our Bylaws—nearly there!
- *HAD FUN being part of Manhattan's PTO!

Treasurer's Report

Barb Hoyt presented the current budget report for the PTO. We had a successful year in fundraising and supporting our school with these funds. A few final items that we approved at this meeting were:

- \$100 Impact on Education Event (Auction Basket).
- \$500 PEN (parent engagement network) MMS will be a sponsor of PEN next year.
- \$200 Trip Tracker
- \$500 Tall Ship Scholarship

Additionally a committee was formed to work on the wording of the optional donation that is requested during the registration process. This is to clarify how this money is used and to avoid the confusion that does occur with the donation requests of the Magic Phoenix Fundraiser that does occur in October. The optional donation is for school use, as the Magic Phoenix donations are used to fulfill the wishes of our teachers. The committee consists of, Kristin Kusmierek, Amanda Wember, Nathalie Pratt, Erica Johnson. This committee will work with Mr. Riggs.