



Booth-Fickett PTO – Running Meeting Minutes

Date: 10/3/23

Attendees: Kris Fabricius, Chandra Sheppard, James Merino, Cherise Brashear, Vivian Chilton, Wanda White, Jules Hehn, Jessica Maurer, Owen Maurer, Hilleary Burns, Danielle Reese

Meeting Started: 4:56pm

Meeting Ended: 5:00pm

Minutes:

- 1) **Welcome/Call to order:** 4:56pm
- 2) **Approve previous meeting minutes** (26 Sept 23)

Voted: All in favor, 0 opposed, 0 abstained

- 3) **Principal's Corner** (New MTSS, Sergio Ortiz)
- 4) **Treasurer's Report** – Ms. Sheppard
 - a. Balance – \$661.28
 - b. Pima Federal Credit Union Signees updated adding Chandra Sheppard; removing Lisa Arvizu and Penny Gutierrez.
- 5) **Old Business** –

a. New Board Members Introduced:

- i) President – Wanda White
- ii) Vice President – **OPEN**
- iii) Treasurer – Chandra Sheppard
- iv) Secretary – Kerrie Haeflinger

b. Fry's Community Rewards submitted

c. Ms. Sheppard is to utilize \$100 of PTO funds to purchase additional vinyl.

6) Snack Bar on hold; but still looking for donations to build inventory.

7) PTO Meeting Dates and Times flier distributed.

8) **Upcoming events** – Peter Piper Pizza Fundraiser (9 Nov)

9) **New Business** – Teacher, Patricia Hillman requested the purchase of pizza for staff on grading day. Wanda White made a motion for this action. Chandra Sheppard 2nd the motion.

Voted: all opposed motion. Request DENIED.

10) **Call to the Audience** – Ms. Danielle Reese suggested that PTO sell all old Booth Fickett t-shirts to deplete inventory. Sale prices \$2 - \$3 each. Wanda White made a motion for all t-shirts to be sold. Vivian Chilton 2nd the motion.

Voted: All in favor. 0 opposed.

11) Next PTO Meeting (w/Site Council/Family Engagement @BF Conference Room, Nov. 7th 4:30pm)

Date: 9/26/23

Attendees: Kerri Haeflinger, Chandra Sheppard, Wanda White, Sylvia Reynozo, Erikka Reynozo, Jessica Maurer, Penny Gutierrez, Michelle Coyle, Andy Sonnek, Irma Sonnek, Wayne Lenny, Melissa Matz, Nana Gonzalez, Michael Oliver, Leann Donovan, Rita Nicholson, Chris Sheppard, Vivan Chilton, Burgundy Beachem

Meeting Started: 6:22pm

Meeting Ended: 6:48pm

Minutes:

- 1) Welcome/Call to Order**
- 2) Approve previous meeting minutes**

Voted: all in favor, 0 opposed, 0 abstain

3) Principal's Corner (Mrs. Donovan – if present)

4) Treasurer's Report – Ms. Haeflinger

- a) Estimated balance: \$413.92
- b) Peter Piper Pizza Fundraiser Event (8/29) \$305.55
- c) Reimbursed \$47.50
- d) New estimated balance: \$671.97

5) OLD Business

- a) Electing Board Members (Voting)
 - i) Wanda White for President – all in favor, 0 opposed, 0 abstained
 - ii) Chandra Sheppard nominated – all in favor, 0 opposed, 0 abstained
 - iii) Kerri Haeflinger nominated – all in favor, 0 opposed, 0 abstained
 - iv) Representatives on PTO Bank account – nominated Wanda White and Chandra Shepard to replace Lisa

Arvizu and Penny Guiterrez – all in favor, 0 opposed, 0 abstained

b) New Members Introduced

6) Snack Bar (Ms. Mona) Days, Times

a) Ms. Mona absent from meeting – save for next meeting

7) Donations to start the Snack Bar – save for next meeting

8) PTO Meeting Dates and Times – Flier Distributed

9) Upcoming Events

a) McTeacher Night (Tonight)

b) Dance- student council

c) Skate County – student council (10/19)

d) Peter Piper (11/9)

10) New Business/Planning

a. Fry's Community Rewards (Application submitted 9/22)

i. When we get the code – will share with families

b. Reimbursement to Ms. Rose, BF Librarian for Books, \$47.50

11) Call to Audience

a. Mrs. Sheppard requests funds for vinyl laminate to use for positive acclamations throughout BF

b. Motion for Mrs. Sheppard to utilize \$100 of PTO funds to purchase additional vinyl – all in favor

12) Next PTO Meeting (w/Site Council/Family Engagement @BF Conference Room, Oct. 6th 4:30pm)

Date: 8/29/23

Attendees: Kerri Haeflinger, Chandra Sheppard, Wanda White, Adrianna Amado, Kristina Ronstadt, Kris Kabricius, Chambray Colter-Carman, Burgandy B., Juan Lored, Jaselle Gutierrez, Karen Walters

Meeting Started: 6:03pm

Meeting Ended: 6:20pm

Meeting Location: Peter Piper Pizza (Broadway location)

Agenda:

- **Welcome/Call to Order (Ms. White)**
- **Approve previous meeting minutes (no previous minutes on record!)**
- **Principal's Corner – No admin present**
- **Treasurer's Report (Ms. Haeflinger)**
 - Carryover Balance approx. \$600
 - Donations from Open House \$20
 - Sales at BBall/VBall 8/25 approx. \$20
 - Reimbursement for Teacher's Snacks and Snack bar Supplies (\$226.08)
 - New estimated balance: \$413.92
- **Upcoming Events**
 - Peter Piper Pizza Fundraiser Event (Tonight) \$305.55
 - McTeacher Night (9/26 5p-7p)
- **New Business/Planning**
 - Board Members
 - New Members
 - Snack Bar
 - Volunteer Ms. Freeman will run after school
 - Accepting donations – Ms. Sheppard will house
 - Voted to purchase drinks as needed for snack bar sales - all in favor? 10 in favor, 0 against, 0 abstained
 -
 - Fry's VIP Awards

- Also available through Amazon
- Need to complete paperwork to start and have directions at next event (Parent-Teacher Conferences) to have parents' sign-up
- **Call to Audience**
 - Librarian (Ms. Rose) requesting \$50 to be reimbursed for books purchased through Friends of Pima County Library
 - All in favor? 10 in favor, 0 against, 0 abstained
 - \$50 approved to reimburse expenses upon submittance of receipts
 - Families requested books that included dinosaurs and comic/anime
- **PTO Board Members:**
 - **Nominated**
 - Wanda – President or Vice President
 - Chandra – Secretary or Treasurer
 - Kerri- Secretary or Vice President
 - Jazzie – Secretary or Treasurer
 - Karen – Spanish Speakers Advocate
 - Vote will be done through Microsoft Forms, shared via QR Code (Parent Teacher Conferences) & Remind
- **Next PTO Meeting**
 - McDonald's 6pm 9/26 (22nd & Kolb)
- **Meeting Adjourned**

Date: 11/10/22

Attendees: Kerri Haeflinger, Lisa Arvizu, Chandra Sheppard, Siobhan Daniel

Meeting Started: 5pm

Meeting Ended: 5:46pm

Meeting Location:

<https://us04web.zoom.us/j/75579681457?pwd=R8XkKVVGDt1D4vJtehGxyNLLvTprA6.1>

Agenda:

1. Selling food / snacks at Volleyball & basketball games
2. Peter Piper Pizza Night
 - 2.1. (Nov. 16th 4p-7p)
3. Food drive/donation with Mr. Sawyer and Palo Verde HS
 - 3.1. Need 100 cans of cranberries (approx \$200)
 - 3.2. Ask for families to bring cans to donate at the Peter Piper Night (Nov. 16th 4p-7p)
 - 3.3. Kerri sent email to Ms. Donovan to share out on email/robo call blast
 - 3.4. PTA voted all in favor of donating remaining money for cans not brought on Peter Piper Night
4. Possible Holiday Dance?
 - 4.1. Tentative December 18th?
 - 4.2. PO for prizes/snacks - popcorn, snacks, etc. (PTA pays for snacks)
 - 4.3. Need DJ
5. 8th Grade Disneyland Trip Fundraising
 - 5.1. Sell chips/Gatorade
 - 5.2. Sell pizza after school – possibly work with Peter Piper
 - 5.2.1. Thurs & Fri 3:50 to 4:20 in horse shoe
6. Update on account – vault had \$230 cash (t-shirt and PTA) + \$300 (last year's Peter Piper)

Date: 10/6/22

Location: Zoom <https://us04web.zoom.us/j/72404094057?pwd=xIxVfgCUFMfBSAInsD6iJlcMaHQCS.1>

Attendees: Kerri Haeflinger, Lisa Arvizu, Liane Donovan, Siobhan Daniel, Chandra Sheppard, Vanessa

Meeting Started: 5:32pm

Agenda:

1. Account Balance Report:

\$5 Savings

\$698.78 Checking

Profits from donations (parents & Mr. Prow), snack bar sales, and Peter Piper Event

2. Reimbursement to Mr. Prow for cost of Volleyballs. Vote taken: 6 in favor of, 0 against, 0 abstain
3. Winter Formal Event for Middle Schoolers (shared out by Ms. Daniel) utilize PTO fundraisers for covering decoration and refreshments.
 - a. Ideas for fundraisers: selling hot dogs at games, popcorn; continuing water/gatorade/etc.
4. Oct. 28th Celebration for 4/5th graders, middle schoolers, semi dance for lower level elementary as PBIS. Also have game area for students wanting more quiet space.
5. PBIS Meetings bi-weekly – will have dates and more info next PTO meeting
6. Vanessa shared out – liked the dance for K-5th graders
 - a. Inquired about 8th grade graduation dance
7. Mr. Oliver has mascot (?) wants parent volunteer
8. Ms. Daniel suggested family movie night, requested funds to pay for movie license:
Vote taken: 6 in favor of, 0 against, 0 abstain

Meeting ended: 5:54pm

Date: 8-11-22

Start Time: 6:09pm

End Time: 6:38pm

Location: <https://tusd1.zoom.us/j/88409358683> and in-person

Attendees: Kerri Haeflinger, Wanda White, Lisa Arvizu, Rose Bratten, Amber Santa Cruz, Emily Verdugo, Liane Cunningham Donovan, Penny Gutierrez, Siobhan Daniel, Michael Prow

Minutes:

- A. Conflict of interest with Kerri Haeflinger as Treasurer, Treasurer Election – Penny Gutierrez voted in – 10 in favor, 0 against
- B. Peter Piper – Welcome Back – August 17th – 4p to 7p
- C. Book Fair – hosted in library – proceeds go to library -
 - a. Tentative on Parent-Teacher Conference
 - b. 1 to 2 volunteers for blocks of times
 - c. Prior Book Fair was May 2022 – a lot of kids ruined books that needed to be returned – needed larger space and additional adults to effectively run
- D. Fundraising Request for PTO-Yearbook-Student Council at sporting events
 - a. Ms. Verdugo will get schedule and communicate with PTO on dates and designate which organization on which dates.
 - b. Snack bar is inside, so table setup is best, option to store cart/table in
- E. Next Meeting: Thursday, September 8th 5:30pm via Zoom or inperson
 - a. Zoom Invites:
Liane.cunningham@tusd1.org, Michael.prow@tusd1.org, rose.bratten@tusd1.org, arsantacruz91@gmail.com, wanda.white@tusd1.org

Date: 7-14-22

Time: 4:53pm

Location: Zoom <https://tusd1.zoom.us/j/88409358683>

Attendees: Emily Verdugo, Kerri Haeflinger, Chandra Sheppard, Siobhan Daniel, Lisa Arvizu, Wanda White

Agenda:

- Introductions
- Officer Position Review
 - President: Lisa Arvizu
 - Vice President: Chandra Sheppard
 - Secretary: Wanda White
 - Treasurer: Kerri Haeflinger
- Written checks require signatures from President and Treasurer (to prevent conflict of interest)
- Peter Piper Dates
 - \$322.50 check from previous fundraiser (2021-2022 year)
 - Aug 17th – Meet the Principal 4p-7p
 - Nov 16th – Food Drive 4p-7p
 - May 10th —Year Book Signing 4p-7p
- Additional fundraising – collaborate w/Student council
- Bank Account
 - Touchbase with previous treasurer (Mona)
 - Alt. Set-up new account at Pima Federal Credit
- Future meetings: option of Zoom (Kerri) or in-person (Lisa)
 - 2nd Thursday of Month (next meeting August 11th 6pm)
- Preferred Communication
 - Follow-up with last year's parents
 - Table for schedule pickup (TBA)

- Include Principal: Ms. Donovan
Liane.Cunningham@tusd1.org

Meeting Adjourned 5:33pm