



SEVENTH AVENUE SCHOOL PTO MEETING MINUTES

DATE: January 9, 2025, 7:00 p.m.

LOCATION: Seventh Avenue School, Library

- I. **Call to Order & Introductions** – Meeting was called to order at 7:00
- II. **Welcome and President's Report** – Candice opened the meeting with a thank you for all that the SASPTO board members and other volunteers for all they've accomplished this year.
- III. **Principal's Report** – Teachers will be doing a deep dive on testing and other data on 1/17. Reminder of no school on 1/20 and 1/21. Students have transitioned well from Winter Break. Music show will be March 12.
- IV. **Teacher's Report** – No teacher's report at this month's meeting.
- V. **Other Officer Reports**

A. Secretary

- *Action Item* – Following a motion properly made and seconded, the draft 11.14.2024 Minutes were approved as proposed.
- *Action Item* – The following proposed amendment to the SASPTO Bylaws was published in the Agenda for 1.9.2025 meeting and posted on the SASPTO website in advance of the meeting:

8.04.1 A completed SASPTO Expense Form with receipts attached submitted to the Treasurer is required to receive reimbursement. A completed SASPTO Expense Form with invoice is required for a vendor check. Because the SASPTO is a tax-exempt organization, Members will ~~not be reimbursed for taxes paid~~ be urged to make any reimbursable purchases on a tax-free basis (e.g., providing retailer with proof of SASPTO Sales Tax exemption so as to not be charged sales tax), whenever possible. Except under special circumstances to be determined by the Board in its sole discretion, Members will not be reimbursed for taxes paid on any single purchase that exceeds \$200.00.

Following a motion properly made and seconded, the proposed amendment was approved as proposed. Meredith to update and post revised Bylaws to the SASPTO website.

B. Treasurer

- Financial Report
 - Patricia provided a summary of recent expenditures/reimbursement, including the winter teacher appreciation lunch, and responded to questions regarding the latest Financial Report.
 - Review of cash balance = Approximately \$18k

C. First VP

- Dine & Donate results and other updates – Benny provided a verbal and written report regarding fundraising results-to-date as well future scheduled dates.
- Fun Lunch 2/14, 4/11 – 200 students, about 40 staff. Benny is going to do additional research regarding pizza options. Michelle will prepare a sign-up for ~8 volunteers, and we will shoot to put that out on a 1/29 weekly blast.

D. Ways & Means

- Auction 1/31/2025 –
 - Jean reminded everyone to remind friends and nudge neighbors to come to auction. Word of mouth really is the best way to get attendees.
 - Class Parties – Some grades (K, 2nd, 4th, and 6th) still need a class party. Michelle will send some follow-up notes to class parents.
 - Donations from Teachers and others continue to roll in.

E. School Support

- Movie Night 1/10/2025 - All refreshments are purchased and we are ready to go. Meredith to send a final ParentSquare on Friday morning.

VI. Discussion Items / New Business

- Past Events
 - Holiday Classroom Parties – All went as planned, no issues to report or suggestions for future years.
 - Teacher Holiday Lunch – We ordered from Prasino and the teachers were very appreciative.
- Upcoming
 - Movie Night
 - Auction – Jan. 31
 - February Love Notes – Discussion held regarding prior years' participation and whether to do the same online "share the love" or try something different. Following discussion on different options, decided that we will send home paper hearts and ask families to fill out and send back and we will post around the school. Jen Burrows will take the lead.
 - March family event – Candice and Kimberlee have been hoping to do a March Fun Fair. Following review of calendar, may be difficult to do a homegrown event.
 - Mathnasium has offered in the past to put on math fun fairs. We will shoot to do this on February 27. Jen will follow up with Mathnasium to see if they are available to do this.

VII. Open Floor

VIII. Adjourn