

Auburn Elementary  
PTO Meeting  
December 12, 2017 Minutes

**Members Present:** Laura Harrison, Melinda Patterson, Darci Koci, Jana Toillion, Sonja Garrett, Katie Tenbrink, Ashley Hauschel, Rita Hinck

**Meeting called to order December 12, 2017 at 6:32 pm**

**November's minutes were reviewed.**

**Changes that need to be made are:**

**Add and clarify the amount of money that was raised for Yankee Candle. The order placed was \$15,311. The profit made will be reported at a later meeting, possibly the January meeting.**

Motion to approve minutes by Laura Harrison and seconded by Darci Koci to approve the minutes with the change being added.

**Treasurer's Report**

Yankee Candle

Late order that came in and has been updated

Online income will be reported differently and will reflect on the PTO

Financial Report

Paid out in December \$8, 91.46

Melanie Downie reported that the district billed the school for buses. It was estimated around \$350.00. Mrs. Patterson will get the total and give to Sonja Garrett to pay the expense. The expense will come out of the line item for Visiting Author.

T-Shirt Order has went through and has been paid along with playground equipment were expenses.

Motion to approve the Financial Report by Laura Harrison and seconded by Melinda Patterson.

### **Principal's Report**

December 20th is the Reading Celebration- this is an all day event and will go up until the Christmas Parties at 2:45. All students are invited to dress in their Western Wear. Mrs. Downie has scheduled many activities throughout the day.

2:45 pm is the scheduled time for classroom parties on December 20th. Kathy Boyd, social worker has been working with students for a little over a week. She has started to work with students and will move to meeting with students at the Tier 3 level with their social/emotional needs.

Assistive Technology is a new position that has been added to this school year. This person will work an 8 hour day. This position will help support teachers and troubleshoot technology problems that arise during the day.

Microwave to be purchased for the student lunchroom. Mrs. Patterson has checked with the appropriate district staff members and has been approved to add this microwave to the lunchroom.

### **Teacher Request**

Presented by Mrs. Tenbrink

Would like to purchase a class set of books tailored around the Iditarod Race. This book matches their curriculum and would be a great resource. Steve Watkins would come out and visit with the students about his life experiences and share. She would also like to purchase two resources to help support the students throughout the journey of learning about the Iditarod Race.

Darci Koci moves to approve the request to come out of line item teacher request. It was seconded by Laura Harrison. The amount approved and not exceed is \$90.00. If it goes over this amount, Mrs. Tenbrink will inform the PTO board.

### **Duct Tape Dunham**

January 5, 2018 is the scheduled day for this event. So far, \$325.00 has come in so far. Students have until December 20th to submit their money.

### **Birthday Grams**

A reminder will be sent out to parents. 150 orders have already been accounted for.

It was moved by Darci Koci and seconded by Laura Harrison to adjourn the meeting.

Meeting adjourned at 7:05

If you have any questions regarding anything you've read above, please email [AEPTO437@gmail.com](mailto:AEPTO437@gmail.com)