***PTO Board members present:***

*Rachel Schelb, President*

*Kate Boggs,  Vice President*

*Devin McFadden, Recording Secretary*

*Jenna Wright, Communications*

*Jamie Watson, Fundraising*

*Danielle Folk, Fundraising*

*\_\_\_\_\_\_\_\_\_\_\_*

*Jessica Maus, Assistant Principal*

*Sandy Dinehart, Bookkeeper*

*Teachers and parents in attendance – Thank you !*

***Meeting Called to Order – Rachel Schelb***

***Approval of November 2023 Meeting minutes***

* + *Moved to approve, Rachel Schelb*
  + *Second by Sara Martin*
  + *All in attendance approved*
  + *Reminder all meeting minutes can be found on the PVES school website*

**Treasurer’s Report - Sandy Dinehart**

* *Balance from November 9, 2023- $2,642.04*
  + *Plus receipts through 12/1/2023*

*Additional PTO Dues Paid $13.00*

*T shirt Sale $15.00*

*Balance from Summer $196.88*

*Mabels Labels $51.02*

* + *Less Expenses through 12/1/2023*

*Dollar Tree (Previous Expense – table cloth) ($7.53)*

*Publix (Fall Fest Volunteer Dinner) (95.97)*

*Oriental Trading (Santa) (238.38)*

*Publix (Santa) (25.90)*

*Sam’s Club (Santa) (105.40)*

*Publix (Gati) (52.99)*

*Big Apple Bagels (Gati) (37.98)*

*Beef O’Brady’s (Holiday Lunch – Staff) (297.00)*

*Office Depot (Santa – Labels) (35.36)*

* *Balance as of December 1, 2023* ***$2,021.43***

*\*Panera not included, but will be receiving $288.69*

**Spirit Night Update – Jamie Watson**

* + *December – Flying Squirrel or Advent Health (skating)*
  + *Jan 25th – Glow Bingo*

*Jamie motions to spend $200 on prizes and décor, Rachel seconds and all approve.*

* + *Feb 5th or 12th – Whitt’s (date to be confirmed*
  + *Other possibilities are: Planet Smoothie, Texas Road House, and Dominos ($20 card to get half off pizza orders)*

**Cookies with Santa Update – Jenna Wright**

* + *Volunteer slots are filling up*
  + *New fundraiser at event - $5 for ornament (making 50)*
  + *Everything is going well*
    - *Provide bag at entrance for goodies that has card for scavenger hunt*
    - *Scavenger hunt (hole punch card) to get take home craft*
    - *Hot chocolate bar or station that will benefit Odyssey of the Mind*
    - *Butcher block paper – make your own wrapping paper with Mrs. Claus in spare classroom*
    - *Music with Ms. Reed*
    - *Minute to Win It Challenges in courtyard*
    - *Temporary tattoos and “What is your elf name” while in line for Santa*
    - *Reindeer Food and letters to Santa in cafeteria*
    - *Cookies kits*
    - *Photo back drops*
    - *Set up decorations Wed 4 – 5:30, worked with John for electric and table needs*

**Additional items**

* + *Reminder: Dec 13th decorate ornaments for tree. If teacher / classroom would like help, coordinate through Tracy Aidinou*
  + *If anyone would like to volunteer for the Book Fair (during school hours), contact Dee Dee Foyle*
  + *Next meeting is January 22, 2024*
  + *Katie Moats – Thank you for breakfast !*