

Meadow Park Middle School PTO: Meeting Summary

Location: Meadow Park Middle School Library

Date: 2/14/18

Time: 7pm – 7:40pm

Approximate number in attendance: 6

Meadow Park Middle School Principal: Jared Freeman

Meadow Park Middle School PTO Co-Presidents: Leslie S. and Jennifer Y. (absent)

Request for Funds (RFF):

The PTO reviews RFFs two times a year. Once in November 2017 and once during the February 2018 PTO meeting (this meeting). The total amount budgeted for the funding of RFFs for this school year is: **\$6,865**. A total of \$1,130.66 was spent during the first round of RFFs, leaving \$5,734.34 remaining. A total of 8 RFFs were reviewed by the PTO. **All were approved**. The total amount earmarked to fund approved RFFs is approximately: **\$5,776.38**. All purchased items are the property of Meadow Park Middle School. Details of all approved RFF are below:

	Teacher	Subject	Grade	Amount	Item to be purchased
1	Fanning and Poole	Science	7th Grade	\$106.00	5 biochambers from Vernier (\$19/each) and \$11 shipping
2	Lebsock, Nealon, Mann	New Tech elective	?	\$1,000.00	4 software licenses @ \$200/each, 1 LCD monitor
3	Elsmore (librarian)	NA	all	\$419.43	Lego minifigures (64.99), Green Base plate (10@69.99), doors/windows/roof (50.01), Wheel set (49.95), Brick set (59.95), rolling storage cart (115.30), shipping (9.24)
4	Freeman	NA	all	\$3,419.95	4 speakers @ 719.99/each, 1 wireless mic receiver 539.99
5	Fanning and Poole	MYP Design	all	\$61.00	Components for Raspberry Pi small computer (HDMI converters \$8/each x 4 = \$32)+ (16 GB memory card 2 pack = \$29).
6	Mann	Science/ Design	all	\$90.00	Parts to assemble a fully functional cart for the 3D printers. (4 steel cart posts \$11/each = \$44) + (1 set of 4 casters = \$30) + (1 vinyl shelf overlay = \$16).
7	Fanning	Science	7th	\$180.00	3 pizza party incentives (one for each class)
8	Fanning	Science	7th	\$500.00	2 subs for 7th grade field trip
		GRAND TOTAL		\$5,776.38	

Other Business:

- During a future PTO meeting, discuss the possible addition of a new line item to the budget for “classroom incentives”.
- Up and coming events:
 - March 15th-16th: Parent Teacher Conferences
 - Conference scheduling will begin next week.
 - Funds to feed the teachers will come out of the “Staff Appreciation” line item. The PTO has a total of \$1,049.62, remaining. This sum will need to cover a total of 3 meals (1 for PT conferences and 2 for staff appreciation); that is about \$350 per day for a total of about 90 staff (\$3.80/per person).
 - Possibly cater from the Bistro at the Bethany Athletic Club.

- Possibly buy pizzas, veggie and fruit platters from Costco. We could also buy pizza (7 adults per pizza from Costco) and have volunteers sign-up to bring fruit or veggie. Make sure to have a gluten free option for approximately 5 staff (Jenna will take care of this).
 - Jenna will follow-up with the PTO after talking with Cassie at the Bistro and pricing out party platters and pizza from Costco.
- March 21st : Band Concert
- April 13th: Band Play-a-thon
 - 180 kids will be provided a meal from the Bistro at Bethany Athletic Club (\$3.60/kid)
 - PledgeStar will need to be set up to accept donations
 - Need to purchase gift cards from Winco and FMeyer
 - Leslie needs help with the coordination of this event
- April 17th : 8th Grade Dinner Night Out McTeacher night (get the word out to teachers)
- May 31st: Choir Concert
- Staff Appreciation (sometime in May??)
- Levy renewal will be on the ballot slated for May 15, 2018. More information can be found here: https://www.beaverton.k12.or.us/depts/CCI/pubs/Press%20Releases/2017-2018%20Press%20Releases/Board_Authorizes_LOL.pdf

Next PTO Meeting: Wednesday, March 7th, 2018 7-8p in the Meadow Park MS library.