**MPTO Meeting**

**Monday, December 2, 2019**

1. Welcome and Presidents’ Report

Hope everyone had a great Thanksgiving!

1. School Tour for prospective students will be 1/3 at 10:00am- This tour will be announced via school sign and newsletter – Jill & Sarah may not need volunteers – Co Presidents will let PTO know if they do need additional volunteers. Spread the word to neighbors and friends that may be new to Matthews. Reminded attendees to take a peek and spread word to friends/neighbors re: newsletter - for all ways to earn money for school – newsletter has been updated for Christmas shopping season with all the ways to earn extra funds for MES -
2. Boosterthon

Teacher gift cards will be distributed this month. Only a few (8) teachers have not used sign-up sheet for Boosterthon granted monies. All teacher Amazon Wish List orders due by 12/31/19 as well as beginning of the year funds for all staff.

1. Boosterthon/Cafeteria Remodel Project Proposal

President outlined Remodel Proposal – including the researching and vetting of quotes. President was happy to find such talented individuals to help MES. Discussed soundproofing – original thought was to vote tonight re: soundproofing options – but will hold off because of quote and the need for executive members to discuss further. President announced one small piece of project will be voted on tonight – the general painting of cafeteria to get started over winter break (difficult to paint whole café outside this time because of students and overall “business” of cafeteria) and general starting of the mural. President passed around a light blue paint swatch for all members to view and displayed general mural design. General mural design may change to incorporate more “Matthews” ideas and brick design. Original drawing posted on smartboard….Motion to vote to start on paint and start of mural was approved and passed.

Presidents will present more in January meeting window re: soundproofing and window coverings; all of which can be done in a day – maybe a teacher workday. President also mentions that the current “President” painting on columns outside café will be painted over, not representative of our current student population.

New café tables are also in play- may be a possibility that CMS may cover costs associated with new tables – Ms. Cooler, will gather paper work needed for new café tables to send into CMS. Ms. Blanchard has also submitted request with pictures – MES has had café tables for many, many years.

1. Treasurer Report

Budget explained and passed…..no questions re: budget

1. Secretary Report- motion to approved November minutes was passed.
2. First VP/Volunteer Coordinator- 2nd Qtr. Lunch Coverage schedule and dates will be sent soon to Kari – probably the week of 01/13. Signup Genius will be sent soon to room parent coordinators and then to classes. Expressed the thought of January being tough to fill because kids getting back to school, routines and such. With January being the hardest one to fill – reminder to encourage as must as possible.
3. Room Parent Coordinators- Winter Parties

K, 2, and 4th grades 1pm on 12/19

1, 3, and 5th grades 1pm on 12/20

PTO will provide popcorn and mini water bottles. Reminded all to make sure to let parents know the busy-ness for parking and signing in at Lobby.

1. Book Fair Coordinators- Hope, Regan and Ms. Parsons did great and the Book Fair was Awesome! Author/Family night went well and was well-received. May have another maybe spring time we can have an author come as well. Hope explained further that Teacher Wish Lists did not get lots of attention – next Book Fair may have to have a better access or teachers table so books are easier to find. Spring Book Fair may have Stem Night included as it worked well last year.
2. Second VP/Kindergarten
3. Box Tops- current contest through 2/14 – new sheet sent out before thanksgiving. This contest will be ending February 14th. Scanning box tops is troublesome according to some attendees – majority, maybe 95% is still cut out.
4. Community Outreach- recap of Canned Food Drive – three grocery carts full went to Matthews Help Center. Coat Drive will be through 12/6 – collecting warm winter things, gloves, coats, and mittens….lost and found clear out will be coinciding with drop off.
5. Third VP/Stinger Reading Bee and Blue/Gold
6. Spirit Nights- Dec. 4 McAlister’s / Big Air and Marios will also be coming up in January.
7. Staff Hospitality- Staff Cookie Exchange will take place Dec. 11 – flyers will be sent home in the next few days. Cookies will be collected Tuesday morning and afternoon in addition to Wednesday morning.
8. Teacher Report – thanks for all you do….no news of note
9. Principal’s Report – Ms. Blanchard expressed that Ms. Parsons was very impressed with the book fair and PTO – thanks to all who helped make it a success.
10. Next Meeting- Monday, January 6, 2020