

Santa Maria Middle School PTO Meeting
Wednesday February 21 2024

1. Approved minutes from 1/17.

2. Old Business

a. Transfer of Treasurer and Bank

- i. Current bank- BMO
- ii. Pass new bank- B of A (Chase on Lower Buckeye does not do deposits .

Summary: Decided to continue doing business with BMO. Will continue with paper statements.

b. Pass new Snack Shack Location

- i. 6th grade room by Mr. Seago's tech room, hall by Music and Art?
- ii. Other ideas?

Summary: Looking to move Snack Shack into the current file room over the summer.

c. Change of officer, bank, etc. What is our timeline?

- i. Final PTO Meeting date?
- ii. Transfer of Snack Shack Items

Summary: 5/4 is music trip to California. We will wait until after the trip to vote on officers and transfer bank info. Will push to 5/8 pto meeting.

d. Depositing funds. One transaction vs multiple deposits? Why?

Summary: Separate bags are needed for each deposit so the statement matches books. Coins should be rolled as much as possible.

3. Current funds update

a. Deposits have been made since the last meeting.

b. Current "account" balances are:

- i. Shack- \$5792.86 Office -\$1092.87 6th \$1263.16 7th \$306.50 8th -\$1064.63
- ii. Balances for the other accounts are available in the PTO spreadsheet (copies provided)

Summary: A decision will be made in May deciding how the PTO books will be managed moving forward. Meaning, will there continue to be separate accounts for each club/activity or will it all be managed in one pot? Office account is

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negative due to Scholastic payment. Would like to meet with Scholastic rep prior to the book fair since this is a PTO event.

c. Fundraisers

- i. Penny Wars
- ii. Would need a parent to come in and count cash daily for the week of Penny Wars

Summary: Penny Wars will take place week of 5/6.

d. Chocolate Sales

- i. Cannot sell expired chocolate. Currently about 20 boxes of chocolate have expired.
- ii. Too much chocolate is being ordered at once. All chocolate is currently paid off. Non-Expired Chocolates can be sold at sporting events.

Summary: Prior to ordering chocolate, it needs to be discussed and agreed in PTO meeting. Too much chocolate is being ordered at once and it is expiring before selling.

e. Color Run

- i. \$35.95 for 25 packets. Sell each packet for \$2.
- ii. Bulk powder 8 pack of 5lb bags for \$195.99.
- iii. Total cost \$303.84. Entry fee either \$3 or \$5?
- iv. Kona Ice or snack shack for additional sales?

Summary: Carolina and Marcela will run Snack Shack for Color Run. PTO agreed to purchase color powder for event.

4. New Business

- a. Quarter 3 incentive field trips coming up.
 - i. 6th Grade to _____
 - ii. 7th Grade to Amazing Jakes
 - iii. 8th grade to _____

5. Upcoming Events

- Student Leadership Broken Hearts Dance, Feb 23rd
- Color Run on March 6th
- Coffee with the Principal February 28th

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6. Next PTO Meetings

Scheduled for 3/27

