

PTO Agenda



Monday, December 12, 2022

6:00 - 7:00 pm

Manhattan School Library and streaming

1. Welcome and Introductions

2. Principal's Report: Mrs. Lewis

3. Teachers' Report

4. Officer and Committee Reports:

A. Treasurer: Stephanie Layne

- *Magic Phoenix - Surpassed our goal for a total of \$31,382*
- *\$29,392 check given for approved teacher requests*
- *Leaving a cushion for future activities (staff appreciation/winter social/end of year events)*
- *Continuing to work on budget to establish a budget for future spending*
- *Tax update?*

B. Co-Chair Reports: Natasia and Anna

November activity recap:

- Thank you / tax letters for Magic Phoenix went out this month HUGE HUGE thank you to Anna and Stephanie for doing this tedious job
- Thank you/tax letters for Winter Giving to go out later this week
- December teacher appreciation breakfast - love our hospitality team
- Open enrollment tours. Huge success. A lot of positive feedback and hundreds joined. When are spring tours and how can PTO help?
- Upcoming school events that need PTO support-RISE ceremony- update how many plan on attending so we have enough snacks.
- Finalizing Winter Giving (see below)
- Winter Fest-looking for committee members to brainstorm and execute.
- Surprise 5k given to PTO from a parent who submitted a grand. Unrestricted funds. Thinking we use part to finish funding the cooking club and the rest-discuss??

- Turkey Trot Reschedule? Find out how PTO can help

PTO Priority Positions needing to be filled:

- Committee chair positions OPEN:
 - Grant Writing-I wrote an email to the parent that requested the one we just received but haven't heard back.
 - Open Enrollment volunteers for Spring
 - Winter Social
 - Initial thoughts about next school year (6-7th grade families)

**not all positions require attending PTO meetings, contact PTO for more information on any of these opportunities at manhattanmiddlePTO@gmail.com*

C. Committee Reports:

Winter Giving Report

- Finalizing Winter Giving. Will have around 5k to distribute to 24/25 families totalling about \$200 per family.
- These will be mailed out on Wednesday

Hospitality and Teacher Appreciation -

- Teacher and staff breakfast to be scheduled for- Date to be determined in January and Feb

School Store

- Laura any updates, questions/concerns?

Community Dinner Fundraisers

- Still waiting on checks from Shake Shack and Bjs and Torchy's. Bill is following up on these.
- January Cosmo's Pizza-we will get a percentage from ALL sales on this one so tell friends.
- February Chipotle

Alternative Transportation / Trip Tracker

- This program is being run at a District level this year. Any school needs? Are students who haven't participated in the past aware of the program?

D. District and Community Representatives:

DPC - District Parent Council: Michele Pottratz

SAC - School Accountability Committee:

DAC - District Accountability Committee:

SEAC - Special Education Advisory Committee:

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5. Unfinished (old) Business:

- Spirit wear order: working on final order with Denver Screen and print.
Better options for what we need. Thinking we stick with Navy, gray and red.
So far I have mock ups for sweatshirts, t-shirts, plastic and metal water bottles, ball caps, beanies, recycled tote bags and car magnets.
- Oaxaca exchange: updates?
- Can Mrs. Lewis go over plans for the dual language next year so we fully understand
- Any update on what the Bond money will be used for?
- Any chance we will have a second Art teacher next year?

6. New Business:

- Winter Social Ideas. Last year we had pizza for sale, free hot cocoa, lotteria (find cards) with prizes, music and heat stands. Expand to food trucks?? Any other ideas??
- Coordinate with FET for Winter Social

7. Announcements and Community Resources:

PTO School Year 2022-2023 Calendar  **MMS School Events 2022-2023**

Please see the Manhattan school calendar for the most current information

Community Partner Fundraising for PTO

- King Soopers Grocery Card <https://www.kingsoopers.com/signin>
Go to the website and under the "Savings and Rewards" menu click on "King Soopers Community Rewards" 5% and "Enroll Now". Then select Manhattan as your Community Rewards school... "Manhattan Middle School PTO" organization number "QT471"
- Safeway Grocery Cards
We have gift cards for Safeway tied to Manhattan with \$5 on them. The \$5 balance keeps the cards from expiring.

- Amazon Smiles Program - select "Manhattan Middle School Parent Teacher Organization" for 1/2% of each purchase to be donated to our school.
- [Donations accepted anytime](#)