



# **Amanda H North PTO Executive Meeting**

**November 3, 2025 / 9am**

## **BOARD MEMBERS**

President Shannon Strauss  
First VP Nicole Keswani  
VP of Marketing Bethany Vriseman  
VP of Events Mallory Darcy  
VP of Volunteers Tara Tsagouris  
VP of Staff Support Candice Friend and Melissa Miller  
Membership Secretary Tamara Gilbert  
Recording Secretary Robin Ellison  
Treasurer Megan Hartsfield

## **COORDINATORS**

Spirit Night Coordinator Jennifer Hite  
School Supply Kit Coordinator Amy Lewis  
Room Parent Coordinator Susan Lam  
Webmaster Jacob Court  
Spirit Wear Coordinator Jacob Court  
Copy Room Sarah Rennert  
Student Appreciation Week Beth  
Pearman and Sarah Rennert

## **MEETING AGENDA**

**President's Report:** Shannon Strauss

**Invest:** Tamara Gilbert

**Spirit Nights:** Jennifer Hite

**Events:** Mallory Darcy

**Cosmo:** Robin Ellison

**Treasurer Report:** Megan Hartsfield

**Teacher Lunch & Gift Ideas for Staff:** Candice & Melissa

**Spirit Wear Updates:** Jacob Court



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# MINUTES

Attendees: Shannon Strauss, Robin Ellison, Elisabeth Pearman, Jennifer Hite, Tara Tsagouris, Susan Lam, Nicole Keswani, Megan Hartsfield, Tamara Gilbert, Jill Justus, Caron Johnson, Mallory Darcy, Melissa Miller.

Meeting called to order at 9.02am.

Next meeting is off campus. We'll decorate trees at school before heading out to a seasonal meeting.

Missing Spirit wear has been sent to Mrs. Court's room. Discussion about what we'll sell next, possibly including blankets and potential profit/product quality. Blanket design options sent around and voted on.

Cosmo - Discussed the idea of having a designated middle schooler do this role. Winter event is our test run to see if this is something we want to do regularly.

Megan shared the profits for the latest events, and covered current budget remaining amounts and tax info. Budget was proposed. Shannon voted yes, Robin seconded. Budget approved.

Jen shared spirit nights through December. Plans of TenPinn & Skate Center are in place for the spring. Volunteers needed for Culver's Spirit Night. Titans tickets fundraiser wasn't as profitable as we had hoped. They're having a rough season though which is likely playing a big role in the ticket sales.

Journey to the North Pole highlights and details shared. Planning to spread out the event across the building. Each child will receive a passport when they enter and encouraged to visit the different stations of the North Pole. Prizes given for getting all your stamps! Santa and a professional photographer are already booked. Pre-paying and time slots will be utilized to cut down on waiting/lines. Santa will be on the stage. Chorus will sing twice, photo pause during the performance. Cookie decorating in the cafeteria with premade trays. Reindeer games for carnival games. Letter writing to Santa in the hallway. Story corner in the library with Mrs. Heep. Looking for a Mrs. Claus costume. Hot cocoa station and popcorn/treat at the event too and it's included with your ticket purchase. Talks with a new coffee company potentially setting up a station in the hallway with PTO getting 30% profit. Tickets include: ornament, cookies, games, professional photograph with Santa, popcorn, treat, hot cocoa, stamps, and prizes. Voting on ticket pricing. Discussion about the price and possibly having a family price.



Pricing was discussed. Pre-order tickets only. \$20/passport book (one book is needed for each participant in the event), \$50/family pass which includes 3 books, +\$10/additional children.

Event is Dec 17<sup>th</sup>. <sup>Ticket</sup> sales will open asap. Ticket sales will close December 5<sup>th</sup>. Event timing is proposed for 5:30-8pm. Passport booklet includes a cookie decorating tray, prizes, reindeer games, a hot cocoa, a popcorn treat, professional photo with Santa, and craft. Decor discussions. Looking for set designs leftover from a dance studio to make the stage magical. Food trucks in bus lane and reserve tables for people to eat at in the cafeteria. Asking Jacob to build a registration link. Apron for people stamping.

November Teacher Lunch: Chili Cookoff. Considering PTO vs Staff in contest with a giftcard for the winner and a Golden Laddle that could be used year after year. Planning to open up chili signups to the whole school.

December Teacher Lunch is set to be open to all the grades (parents). Theme is 90s/Ugly Christmas Sweater. Teacher gift could be a mugs decorating craft with fixings inside. Ugly Sweater day too!

Carnival PTO Basket - include the little coyote and a ANE blanket

Fundraiser idea: AM Car Line Coffee Drive Thru during the winter. PM Car Line Drink Cart Drive Thru. Suggestion for custom aprons, "PTO Cafe". Once per week, run by PTO members.

Meeting called to close at 10:43am.