

## **Baymonte Parent Teacher Fellowship (PTF) Meeting Minutes**

**Date:** February 11, 2025

**Time:** 3:15 - 4:00 PM

**Presiding Officer:** Katie Rylander (Acting President in place of Pam Hanson)

**Treasurer:** Maggie Torres

### **1. Call to Order & Opening Prayer**

- Meeting was called to order by **Katie Rylander**, acting as PTF President in **Pam Hanson's absence**.
- **Opening prayer** was led by a member, expressing gratitude for the school and its community.

### **2. Treasurer's Report – Maggie Torres**

- **Account Balance as of February 11, 2025:** \$40,743.91
- **Expenses:**
  - **Teacher Appreciation/Birthday Celebrations:** \$222.05
  - **Teacher Grants Processed:** \$613.62 (for teachers Neronde, Bliss, Reyes).
- **Deposits:**
  - **Community Days Fundraiser:** \$850
  - Additional deposit of **\$650** was noted but **not included in this report**.

### **3. PTF Community Day Update**

- **Fundraisers Recap:**
  - **January:** No fundraiser was held.
  - **February (Encore):** Raised **\$300**.
  - **March:** No event planned due to the **Gala**.
  - **April & May:** Open for restaurant suggestions.
- **Estimated total raised so far:** \$2,500 - \$3,000 (to be confirmed).
- **Purpose of funds:** Community Day earnings support **Teacher Appreciation Week**.

### **4. Teacher Appreciation Week (April 28 – May 2, 2025)**

- **Wednesday: Catered Lunch** (caterer requested, awaiting confirmation).
- **Thursday: Breakfast Burritos** provided by **Gateway**.
- **Monday/Tuesday:** Light treats for teachers.
- **Friday:** Small **gift pickup in the lounge**.
- **Theme:** Not yet decided.

### **5. Auction Update**

- **Sponsorships:**

- Current total: **\$24,300** (goal was **\$35,000**).
- **Event Details:**
  - **Venue:** Hotel is providing additional services at no extra cost.
  - **Ticket Sales: 60 tickets still available.**
  - **Procurement:** Still accepting **gift baskets, event sign-ups, and corporate sponsorships.**
  - **Live Auction:** A mix of **in-person and online** items available.
- **Next Steps:**
  - Promote **ticket sales.**
  - Push for **final sponsorships and donations.**

## 6. Volleyball Uniform Purchase Approval

- **Issue:** Two uniforms **not returned** from last season.
- **Cost:** \$180 (Pam Hanson has the receipt).
- **Motion to Approve:** Brian motioned, Maggie seconded.
- **Vote:** Approved unanimously.

## 7. Fourth-Grade Books Request – Miss Bliss

- **Annual book purchase** for each fourth-grade student.
- **Total cost estimate:** \$800.
- **Motion to Approve:** Approved unanimously.
- **Action Item:** Miss Bliss to confirm the **exact final cost** and report any needed adjustments.

## 8. Principal's Update – Miss Hofmann

- **Auction Fund-a-Need: Electronic Drive Gate** bids are being gathered.
- **Upcoming Events:**
  - **Book Swap** this week.
  - **Sports Movie Night** in planning stages.

## 9. Uniform Tracking System Discussion

- **Concerns:** Inconsistent **return of sports jerseys.**
- **New System:** The **office will now track checkouts and returns** with sign-in lists.
- **Parent Communication:** A **reminder email** will be sent to **middle school parents** regarding unreturned jerseys.

## 10. Open Forum & New/Old Business

- **No additional topics were raised.**
- **Next Meeting Date:** TBD.

## Meeting Adjourned

- **Time:** 4:00 PM.

## Action Items Summary

<b>Task</b>	<b>Assigned To</b>	<b>Status</b>
<b>Confirm caterer</b> for Teacher Appreciation Week lunch	TBD	Pending
<b>Find restaurant options</b> for April/May Community Days	All members	Open
<b>Sell remaining 60 auction tickets</b>	PTF Members	Ongoing
<b>Track and improve uniform returns</b>	Office Staff	In Progress
<b>Confirm final cost</b> of fourth-grade book purchase	Miss Bliss	Pending