

PTO Meeting Minutes

October 6, 2025 (4:30PM-5:30PM)

@Liberty Family room and online via Teams

Welcome & Recap

The meeting began with a quick welcome and a brief recap of the previous meeting. Members reviewed prior discussions about using ClassDojo for communication, supporting the school mascot fundraiser and managing the store and snack cart.

Fundraising updates

Sales from recent activities were reviewed. Participation in Family Night was low, resulting in limited sales. Some snacks were sold to teachers during the week, but the initial cost of purchasing snacks has not yet been recovered. A total of two boxes of chocolates were sold.

Raffle drawing

It was confirmed that one raffle ticket was given for every five chocolates purchased together. One attendee, Elisa Dominguez, selected a name from the existing tickets and the winner of the 2 Vala's pumpkin patch entry tickets was Victoria Strube, the special education teacher. She will be personally contacted.

Upcoming fundraising opportunities

- **Snack cart improvements:** a form will be sent to school staff to gather feedback on preferred snacks and drink options, with the goal of maximizing sales and aligning offering with staff preferences. We could ask for donations.
- **School store:** the principal is OK with PTO setting up a table outside at dismissal time to sell snacks/drinks to students and families. We can set it near the tree where first grade waits. A volunteer will be needed to manage the table during that time. We could ask for donations.
- **Fundraiser:** It was decided to try a fundraiser at Cane's (location: 50th Street & L) since Don & Millie's does not generate significant funds. Since we are still working on the chocolate fundraiser, we will wait until the week before Thanksgiving, though the exact date is not yet confirmed.

- **Concessions stand:** It was proposed to have concessions stand during conferences on Thursday, October 17. We will sell remaining snacks, chocolates (PTO will get an additional box to help with the sale), walking tacos and beverages.
- **Donations from local business:** we will contact local businesses for donations or sponsorships to support our sports teams and other activities. We have a W9 form that we can provide. The PTO can provide a model letter as well.

Next Steps and Closing Remarks

- **Action items:**
 - *Paloma Martínez Álvarez* will oversee Cane's fundraiser and send the form to school staff to improve the snack cart.
 - *Jolene Martínez* will contact local business for donations or sponsorships.
 - *Ms. Vaca* will purchase materials for the walking tacos (chili, shredded cheese and Fritos/Doritos). She will be reimbursed.
 - *Tania Domínguez* will manage the concessions stand during conferences from 12:00 to 4:00pm, and Ms. Vaca will take over afterward.
- **Next meeting:** the group decides to meet again on December 8th, 2025, from 4:30 to 5:30 pm. (Family room and online via Teams)