



Drake Middle School PTO Meeting

August 20, 2024

I have written my notes within the agenda in purple, and italicized in case anyone is color blind.

CRAFT FAIR

Cat Novak announced that she is bringing the Craft Fair she hosts at Meiklejohn Elementary to Drake, replicating the same format. The event will take place on October 5th from 10 a.m. to 2 p.m., with all proceeds benefiting the school. Booths will be 8x8 in size and cost \$45 each, though school clubs can get a booth for free.

She will need a couple of PTO members to assist in directing crafters to set up their booths—Sarah has already volunteered. Michelle Johnson will also have students helping out to earn volunteer hours.

If you know anyone in the community who might be interested in renting a booth, feel free to reach out. To determine the space needed, we need to know how many booths there will be. Depending on the numbers, the event may extend from the hallway to the cafeteria or even the gym.

Crafters must bring products to sell and handle their own payments. Booth rental payments will be processed through the school website. Vendors will begin arriving around 9 a.m.

CALL TO ORDER & WELCOME - President (Shirleen Schaff)

BOARD MEMBER INTRODUCTIONS - **President** - Shirleen Schaff; **VP** - Megan Hubbard; **VP** - Brianna Schaefer; **Secretary** - Julie Biesiada and Kyndra Ninesling; **Treasurer** - Molly Froehlich; **Spirit Wear** - Karen Drobish; **Dine Outs** - Beth Dillon and Julie Eaton **Accountability Chair** -; **Hospitality Committee**:

*Exciting Opportunity: **Accountability position is still open. If you are interested...***

***WEBSITE:** We've updated the website to make it more user-friendly, but it still needs some additional updates. If anyone is particularly skilled with Google Sites and is willing to help, please let us know. Otherwise, Julie and Shirleen will take on the task.*

*Those in **physical attendance**: Shirleen, Sarah, Deb, Megan, Molly, Kim, Jennifer, Kendra, Erin, Becky, Julie, Julie, Jill, Mr. West, Hailey*

FINANCIAL REPORT-

Budget

Bank Fees-2/month	ECWID E Com	Aim Insurance	BOS Teacher	BOS students	Conf Dinners	CMAS Snacks	EOY Student Celebration	EOY Board Lunch	Outdoor Lab	Student Socials	Parent Student Wellness	Staff/Student PFR	School PFR	total
\$ 24	\$ 169	\$ 355	\$ 400	\$ 150	\$ 500	\$ 350	\$ 1,500	\$150	\$1,600	\$1,800	\$ 1,500	\$ 1,000	\$1,000	\$10,498

PRINCIPAL'S REPORT - Jill Kline

- Updates and information

Panorama Data:

The principal would like to turn the Panorama data into actionable strategies and is seeking input on potential ideas. The data shows that students reported low levels of engagement in classes, and teachers will be focusing on improving this. Another concern highlighted was low attendance.

For instance, one suggestion to address this could be scheduling activities like the froyo event on days when attendance is typically lower, such as Fridays or testing days like CMAS.

Jill is working with the staff to identify which lessons and activities would have the greatest impact, aiming to develop stronger, more engaging instructional sessions that are both relevant and effective. She encourages the PTO to keep the Panorama data in mind and asks everyone to review the survey results and brainstorm ways to help.

Continuation Ceremony:

Last year, Jill reintroduced the Continuation Ceremony for 8th-grade students, which was held at Ralston Valley High School. Moving forward, the ceremony will alternate between Ralston Valley and Arvada West. This year's 8th-grade Continuation Ceremony will be at Arvada West on May 21, 2025, from 6 to 8:30 p.m.

Shawn H., the 8th-grade principal, will need 2-3 volunteers to assist at the event, as well as someone to create the event program. Last year, the PTO provided refreshments and a photo booth, and similar contributions would be appreciated again this year.

PRESENT BUSINESS

- Hospitality -
 - Watch Dogs
 - *No significant updates on the Watchdogs program yet.*
 - Help with Craft Fair - Cat Nowak
 - *Craft Fair see above*
 - Sign for Back-to-school night.

For Back-to-School Night, we'll set up a sign with candy—no volunteers needed at the table.

- Fundraising

- Dine Outs - Beth and Julie E

We currently have three dedicated members on this committee who are actively coordinating with a variety of local restaurants. They will soon be putting together a calendar of events. Jill kindly requests that we align these dine-out dates with the school calendar to ensure the best possible timing for our families.

- Fro Yo- Get a date on calendar/ add cash option -Shirleen and Julie B

We partner with Bliss to offer frozen yogurt to students, and this year we're adding a cash option for convenience. Mona will handle the upfront payments, while Julie and Shirleen will manage the administrative side. We will be recruiting volunteers to help distribute the yogurt. It's a fun way for parents to see their kids in class.

Previously, we held this event three times a year, but with the switch to two semesters, that schedule may change. Since Fridays typically have lower attendance, Jill suggests scheduling the event on Fridays. We are considering September 24th or 27th for the first date, and Shirleen will confirm with Bliss.

Bliss charges us \$2 per yogurt, and we sell them for \$5. There's also an option to donate, and we plan to improve how we communicate that on the order form and in our messaging.

- Memberships

If you haven't already, please consider becoming a member. Your support would be greatly appreciated!

- Sponsorships

We're looking for someone to take on the role of coordinating sponsorships, as we've recently secured a company sponsor after some time without one. Business sponsorships are affordable, ranging from \$50 to \$100. One idea is to recognize sponsors by posting their names on the school marquee and the bottom of our website. Potential sponsors could include businesses like Kelly Trucking or local orthodontic offices. If you're interested in helping, this could be a great opportunity to connect with the community!

- King Soopers community rewards set up - **Drake Middle School PTO - HP910.**

Currently, we have only 19 participants in our program. Anyone can join without affecting their fuel points, and the potential benefits are significant. To boost participation, we plan to distribute flyers at all our events. We'll provide quarterly updates on the number of sign-ups and receive checks on a quarterly basis. Your support could make a big difference!

- Spirit Wear - Karen Drobish- need updated staff list for delivery options, ..

Spirit wear orders will be open to the entire community through August 30th. Be sure to check out the link and place your order before the deadline!

- Marquee birthday wishes

Marquee birthday wishes are a great way to raise funds and show your kiddo some love.

- Direct Ask

We typically request Amazon Wishlist items around Christmas and Teacher Appreciation time, but we're considering keeping the wishlist active year-round.

- Community Rewards from different companies. AFW gift back. Office Depot. Mention Drake. Any others?

- *Kona Ice: Tryst is a great contact for this option.*
- *In-N-Out: We enjoyed having them at last year's Arvada West basketball game, though they only allow participation every other year.*

Keep an eye out for new opportunities as they arise!

- PTO Pickleball get together

We are nominating Karen to organize.

UPCOMING MEETINGS

- Sept. 17: 6:30, Oct. 15: 12:45, Nov. 19: 6:30, Dec 17: 12:45

HOSPITALITY THROUGHOUT THE YEAR

Open house

Done

Back to school night

We will have flyers, no people in attendance

Hearing and Vision helpers

We assist with the hearing and vision screenings by directing the students. The screenings will take place on October 8th.

Fro Yo Delivery

More details to come

Meals for Parent Teacher Conferences

For the Parent-Teacher Conference meals, we plan to cater one night and have a potluck on the other. We're considering Fire and Vine, which offers affordable catering options. We'll need someone to pick up the food.

Amazon Wish List

We're considering keeping the Amazon Wishlist open year-round, with potential pushes around Christmas and Valentine's Day. We also need to find a way to direct specific items to individual teachers.

Holiday Gifts

Last year, we gave teachers holiday gifts including barista and Amazon gift cards, plus burritos. It was a big hit!

CMAS Snacks

We will need volunteers to sort items for each teacher the day before.

Teacher Appreciation Week

During Teacher Appreciation Week, we take three days and Jill handles two. Last year, we gave out personalized tumblers. This year, we'd love to brainstorm some fresh ideas!

8th Grade Continuation

See above notes

Help with Lost and Found

Ewald manages the Lost and Found, but we may need to assist with organizing and cleaning up. She maintains a closet where kids can pick out items.

Clinic Needs

We purchase necessary items, such as new underwear, based on the clinic's communicated needs.

PFR's

The PTO Funding Request (PFR) process allows teachers to submit a form for any items they need, which the PTO then votes on.

\$ Provide Kona Ice for 8th graders - did last year, do this year? - \$ Provide Kona Ice for 6 and 7th honor roll

Last year, we funded Kona Ice for all 8th graders. This year, we're considering providing a reward for all honor roll students.

\$250 Staff Building

We have some unused budget remaining for staff building activities.

\$1600 Outdoor Lab

For the Outdoor Lab, we contribute funds to support additional teachers during the evening sessions.

\$1800 Student Socials

We allocated \$1,800 to the socials for expenses such as the bouncy house and other activities. The social dates are being finalized but have not yet been confirmed.

\$1500 Student Wellness/Counselors

We allocated \$1,500 for counselors to bring in guest speakers.