

# Castle View PTO Meeting Agenda and Minutes

## 11-14-24



### **2024-25 Board Members:**

**Principal:** Dr. Jeena Templeton

**Assistant Principal/Activities Director:** Lindsey Litherland

**Co-President:** Kim Kolbe

**Co-President:** Jamie Lundvall

**Treasurer:** Ed Dobosz



**Secretary:** Ashley Vice

**Voting Member:** Lisa Dobosz

**Attendance:** Catherine MacInnes, Kim Kolbe, Lisa Dobosz, Lindsey Litherland, Jeena Templeton, Jamie Lundvall

Time	Name	Agenda Item	Minutes
5:35-5:45pm	Kimberly Kolbe	<b>Welcome!</b> <i>Introduction of Board Members</i>  <i>Introduction of all attendees</i>  <i>Approval of Minutes</i>	<ul style="list-style-type: none"><li>• Kim called the meeting to order at 5:35pm.</li><li>• Jeena approved the meeting minutes from October.</li></ul>
5:45-5:55pm	Kimberly (in Ed's absence)	<b>Budget/Fundraisers</b> <i>Current Bank Balance</i>	<ul style="list-style-type: none"><li>• We currently have about \$5,000.00 in our PTO account.</li><li>• Our next big expense will be staff</li></ul>

		<i>Budget</i>  <i>Upcoming Expenses</i>	holiday gifts in December.
5:55-6:05pm	Dr. Templeton	<b>Principal's Report</b>  	<ul style="list-style-type: none"> <li>• Dr. Templeton talked about the CV Showcase next Monday evening - 11/18/2024 at 6pm. This is for all incoming freshman families to learn more about Castle View. There will be speeches in the auditorium, activities and athletics tables, a PTO table, tours for families, etc. All interested families are encouraged to attend!</li> <li>• The counseling department is forming a counseling advisory council and looking for CV families to join. Reach out to Kristy Jaramillo (<a href="mailto:kjaramillo@dcsdk12.org">kjaramillo@dcsdk12.org</a>) if interested.</li> </ul>
6:05-6:10pm	Kimberly and Jamie Lundvall	<b>What We Have Done To Date</b>  <i>August - PTO table at freshman check in</i>  <i>August - Provided salads, fruit, and dessert for CV staff lunch (partnered with Admin - they provided pizza)</i>  <i>September - Lindsey (Admin) provided Coffee Sarap for the staff</i>  <i>October - Trick or Treat for the staff</i>  <i>October - Helped with the cost of Showdown shirts for the students</i>  <i>November - Kneaders breakfast</i>	<ul style="list-style-type: none"> <li>• The staff loved Trick or Treat day again this year! We always get so many positive bits of feedback from this event.</li> <li>• The staff breakfast this morning was a huge success! Kneaders did an amazing job and were super easy to collaborate with. Thank you, Kneaders of Castle Rock!</li> <li>• Jeena and Lindsey both said they heard so many positive comments throughout the day from the staff.</li> </ul>
6:10-6:20pm	Kimberly, Jamie, and Lindsey Litherland	<b>New &amp; Unfinished Business</b>  <i>Discuss the details for the Staff Christmas lunch on December 19th</i> <ul style="list-style-type: none"> <li>• Gift card amount</li> <li>• How many staff members</li> <li>• Decorations</li> </ul> <i>Gift card assembly - Starbucks on December 3rd</i> <ul style="list-style-type: none"> <li>• Gift card purchase - Jamie</li> <li>• Candy purchase - Jamie</li> </ul>	<ul style="list-style-type: none"> <li>• Future PTO Meeting Dates:             Dec 12th            Jan 16th            Feb 27th            March 27th            April 27th         </li> <li>• Monthly Staff Events:             Dec - Gift Cards and Holiday lunch         </li> </ul>

		<ul style="list-style-type: none"> <li>• Ribbon and bags - Kimberly</li> <li>• We have gift cards tags leftover from last year</li> </ul>	<p>Jan- Stock fridge in Conf. Room</p> <p>Feb - Popcorn Bliss</p> <p>March - Lunch &amp; Lottery Tickets</p> <p>April - Silent Auction</p> <p>May - Staff Appreciation - CV Admin</p>
6:20pm	Kimberly	<p><b>Adjourn Meeting</b></p> <p><i>Thank you all for attending!</i></p>  <p><i>If you need to get in touch with the PTO board, please email us:</i></p> <p><a href="mailto:sabercatpto@gmail.com">sabercatpto@gmail.com</a></p>  <p><i>You can find us on Instagram:</i></p> <p><i>@sabercatpto</i></p> <p><i>It's going to be a great year! :)</i></p>	<ul style="list-style-type: none"> <li>• Kim adjourned the meeting at 6:20pm.</li> </ul>