

# Meeting Minutes

**Date:** 10/8/25

**Meeting Title:** PTO Meeting

**Location:** IHES

**Attendees:**

Nicole Czisny	Eden Enright		
Amber Christenson	Kelsey Randolph		
Stacia Nelson			
Shay Skramovsky			
Don Skramovsky			
Josh Liss			
Renee Bisnett			
Sidra Siddiqui			
Stacia Nelson			
Travis Henn			

## Welcome and Intros

- Meeting started with some small talk and onboarding new PTO members.
- Participants introduced themselves and shared a bit about their children and roles.

## Principal's Message

- Mrs. Thomas discussed the return of Back to School Night after a COVID hiatus and the changes in format to accommodate current digital and remote learning technologies.
- Emphasized the shift from traditional paper-based curriculum to digital platforms (Parent Square, Blocksi).
- Back to School Night is planned as an open house style to encourage relaxed, in-person interaction with teachers and staff from 5:30 to 7:00 pm, allowing parents and children to visit tables such as PE, music, Latino Parents Group, tech support, attendance, family outreach, and more.
- Teachers will be available to discuss schedules, communication methods, and ways to connect, but in-depth conferences are reserved for scheduled conference periods a month later.

- PTO was invited to set up a table to promote their activities and recruit volunteers.

## **Monthly Calendar**

- Upcoming events for September and October include:
  - Bears Recycle in October and November (volunteer support needed)
  - Fall Dance on October 24th
  - Volunteer opportunities outlined for these events
- No school days and other events were briefly mentioned.

## **Standing Items**

### **Governance**

- Approval of September Meeting Minutes:
  - Minutes were reviewed and unanimously approved by attendees.

### **Finance**

#### **Recap of Financial Review**

- Eden read Mary's provided finance update.
- The walking path project is fully paid and accounted for.
- Current financial reports, including the financial position and budget worksheets, are available on the PTO website.
- A minor issue with document access link was discussed and reportedly resolved.

#### **Current Financial Standing**

- No restricted or earmarked funds remain; all funds are available for use.
- Current budget is sufficient with sufficient reserves.
- Expenses to date include insurance (\$566), accounting and taxes (\$378), deposits from BottleDraw (\$700), and various school supplies such as bag dispensers and sanitizer (\$1999).
- Donations through Benevity (company-based giving program) were highlighted as an additional source of income.

#### **Sponsorship Opportunities**

- The PTO sponsorship form is available online and distributed for community use.
- Members were encouraged to seek sponsors.

#### **Grants and Grant Writing**

- Interest in grant writing was expressed, with staff interested in collaborating on grants, specifically for the library.

## **Upcoming Events**

### **Committee Updates**

#### **Fall Dance: Volunteers Needed!**

- Scheduled for October 24th from 3:30 setup through the evening.
- Volunteers needed for decorating, set-up, and event support.
- SignUpGenius link provided for parents to register.
- Music suggestions will be available for children.
- Emphasis on parental support for event success.

#### **Spirit Gear**

- New spirit gear designs created by students showcased, including logo and shield colors.
- Plans to expand spirit gear offerings with pins and other accessories.
- Student and staff shirts expected to arrive first week of November with order forms going out thereafter.

#### **Recess Card Tables**

- Planned activity for November involving children making Thanksgiving cards for local memory care facilities.
- Volunteers needed to assist during recess hours.

### **Volunteer Opportunities**

- Bears Recycle initiative looking for volunteers, especially support for November 20th.
- Continued recruitment for event volunteers, especially for the Fall Dance.

## **New Business**

### **Future Capital Project Input**

- Discussion about future projects including:
  - Playground cover and upgrades for accessibility including new play structures to replace outdated ones.
  - Possible school murals and outdoor decorations in conjunction with future school painting projects.

- Kathleen serves on the Hillsboro City Bond Committee and advised that future bond measures may fund some projects.
- Members encouraged to submit ideas and feedback to guide priorities.
- Timeline of previous capital projects like the walking path (eight years from fundraising to completion) shared for reference.

## **Fundraisers**

- Discussion about low-key fundraising efforts (e.g., order forms for holiday gifts such as wrapping paper or cookie dough) to avoid pressure on families.
- Potential for future dine-out fundraisers to raise PTO funds.
- Plans to coordinate timing and promotion for upcoming fundraisers.

## **Open Discussion, Q&A**

- Questions accepted from participants on all agenda items.
- Issues with document access and links briefly discussed and resolved.
- Additional announcements about upcoming events and the altar (ofrenda) for Dia de los Muertos where students may bring photographs and remembrances of loved ones.

## **Adjourn**

- Meeting adjourned with thanks from Kathleen.
- Next PTO meeting and event reminders announced.
- Members encouraged to attend Back to School Night and Fall Dance.
- Meeting ended with positive engagement and committee sign-ups.

**Minutes prepared by:** Renee Bisnett, Secretary