Field Elementary PTO
Home of the Mustangs!

PTO MEETING AGENDA: FEBRUARY 14, 2023
5:00 PM – 6:00 PM
Field Library

- Welcome & Introductions

- **PTO UPDATE:**
  - ***o*** **FYI: UPCOMING DATES:**
    - **March 8, 9:** Conferences – Erika will work with parents to provide food for teachers.
    - **April 10-14, 17-20:** CMAS testing: Amy will reach out to Wendy's and Andy's for coupons to provide small prizes for students.
    - **April 21:** Volunteer Appreciation breakfast – Lynn is planning this; stay tuned for invitations.
  - ***o*** **ITEMS FOR VOTE:**
    - **February 16:** Random Acts of Kindness Week: PTO would like to provide donuts for teachers.
    - **May 10:** Teacher Appreciation: PTO would like to provide treats for teachers during their staff meeting.

Item	Motion	2nd	Approved?
$150 for 5 dozen donuts for RAK week for teachers			
$100 for 5 dozen mini Crumbl cookies			

  - ***o*** **COOKBOOK FUNDRAISER:**
    - Google form will be created and he link will be sent out to parents with a flyer in Thursday folders 2/23 and via messenger email.
    - Deadline to submit a recipe is 3/24 via the google form.
    - Photos can accompany the recipe and will be sent to the PTO email box.
    - Amy will compile all the recipes and format for printing, ready to sell by April 13.
    - Cookbooks will be $10 and available at STEAM Night, Field Day and Dance Party.
    - We will print 50 to start and do another run if needed.
    - Incentive for the class with the highest percentage of students who submit a recipe.

GOOGLE FORM:
- Recipe Name:
- Recipe Ingredients:
- Cooking Instructions:
- What makes this recipe special? (enter a special story, family history or fun fact about the recipe you submitted)
- Submitted By: (enter your Student's Name and/or Family Name):
- Student's Grade:
- Email *(this will only be used if we have questions about your submission):*
- *If you would like to submit a photo with your recipe, please email it to: HelpingFieldPTO@gmail.com.*

- **EVENT UPDATE:**
  - **Thursday, March 23; 6:00-8:00: SKATE CITY** – Volunteers Needed:

Time	Tasks	Volunteer
5:30	Set up	Amy
6:00-6:30	Check in attendees	Amy
6:30-7:00	Check in attendees	
7:00-7:30	Check in attendees	
7:30-8:00	Check in attendees	
8:00	Pack up	Amy

  - **Thursday, April 13; 5:00-7:00: STEAM NIGHT** - Volunteers Needed:
    - *The majority of this will be teacher-led in their classrooms.*

Time	Tasks	Volunteer
4:00	Set up	Amy
5:00-5:30	Check in attendees	Amy
5:30-6:00	Check in attendees	
6:00-6:30	Check in attendees	
6:30-7:00	Check in attendees	
7:00	Clean up	Amy

  - **Friday, May 12; during school: FIELD DAY**
    - *Amy and Tom are confirming volunteers from the Cadet Academy and high school; stay tuned for additional needs.*

  - **Thursday, May 18; 5:00-7:00: 60'S-THEMED DANCE PARTY** - Volunteers Needed – who wants to take the lead on this event? **This is meant to be a fundraiser and we don't have a huge budget!**

- **FINANCIAL UPDATE:**

Field PTO Financial Update ***Updated: 2/13/2023***

School Year 2022/2023

		Debit (-)	*Credit (+)*	*Balance*		
7/1/2022	**STARTING BALANCE**			**$2,941.93**		***NOTES:***
5/19/2022	5th grade party	-$172.25		$2,769.68		*2021/22 school year*
5/19/2022	Field Day	-$52.76		$2,716.92		*2021/22 school year*
5/30/2022	Run 4 Funds		$1,116.85	$3,833.77		*2021/22 school year*
8/16/2022	Art room storage and tables	-$484.86		$3,348.91		
8/16/2022	Teacher appreciation gift cards	-$500.00		$2,848.91		*Various gift cards to be used throughout the year*
8/16/2022	Meet & Greet supplies	-$74.76		$2,774.15		*Decorations, candy*
9/14/2022	Littleton Soccer		$4,000.00	$6,774.15		*Donation for turf field, reimbursement back to Field general account*
9/30/2022	Turf field reimbursement to Field	-$4,000.00		$2,774.15		
9/1/2022	Amazon Smile		$5.43	$2,779.58		*Quarterly donation (0.5% on purchases)*
9/9/2022	Skate City		$16.00	$2,795.58		*3/15/22 event*
12/30/2022	Spirit Wear	-$440.60		$2,354.98		*Balance of required minimum for spirit wear*

11/10/2022	Trunk or Treat	-$711.22		$1,643.76		*Dinner, candy, games*
11/10/2022	Thanksgiving lunch	-$310.00		$1,333.76		*PTO supported 1 adult/family; additional meals were $5 each*
11/10/2022	Thanksgiving lunch		$230.00	$1,563.76		
12/8/2022	Gingerbread night	-$444.45		$1,119.31		*Houses, candy, trays, icing supplies*
12/8/2022	Gingerbread night		$316.00	$1,435.31		
12/15/2022	Holiday Shop		$961.00	$2,396.31		
2/3/2023	King Soopers Rewards		$45.53	$2,441.84		*Quarterly payment: Oct 1, 2022-Dec 31, 2022 (4 households)*
2/3/2023	Box Tops for Education		$43.90	$2,485.74		
2/8/2023	Colorado Gives Day 2022 donations		$49.49	$2,535.23		
2/13/2023	**OPERATING BALANCE**			**$2,535.23**		
7/1/2022	**FOOD PANTRY BALANCE**			**$3,458.40**		*Funds PTO has managed since 2016; withdrawals per Erika's request*
2/3/2023	Walmart gift cards	-$500.00		$2,958.40		
2/13/2023	**FOOD PANTRY BALANCE**			**$2,958.40**		

- **DAC (District Accountability Committee) UPDATE:**
  - DAC Update – Take Backs from Meeting – Amy McCandless
    - Next meeting is 2/15/2023 (did not meet in December; did not meet in January due to weather closure); will update at March meeting.
    - Superintendent finalist receptions took place 2/6 (Dr. Todd Lambert) and 2/8 (Melissa Cooper).
    - Finalist interviews are 2/22 by the Board; interviews are done in open session and live streamed. The link is on the LPS website at https://littletonpublicschools.net/superintendent-search.

- **SAC (School Accountability Committee) UPDATE:**
  - Principal/SAC Update – Joe Hayes
    - Climate, Safety, and Wellness Survey
    - Preliminary staffing update for 2023/24 school year

- **Questions/Other Topics to Discuss**

- **UPCOMING MEETINGS:** The 2nd Tuesday of the month; 5:00 PM; Field Library
  - 3/14/2023
  - 4/11/2023
  - 5/9/2023