



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:**
 - **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.
 - **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	2 nd	Approved?
\$150 for 5 dozen donuts for RAK week for teachers			
\$100 for 5 dozen mini Crumbl cookies			

- **COOKBOOK FUNDRAISER:**
 - Google form will be created and the 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.

o **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:**

o *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**

o *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!****

o **FINANCIAL UPDATE:**

Field PTO Financial Update
School Year 2022/2023

Updated: 2/13/2023

		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