

4J PTO April Meeting

April 2, 2024 – 6 p.m.

I. Call meeting to order 6:06 p.m.

- A. Tara Brandenburg
- B. Sonja Geer
- C. Jamie Flint
- D. Catherine Haskins
- E. Amanda Geer
- F. Matracia Vigil (over the phone)

II. Approve March Minutes

- A. Jamie Flint moved to approve minutes.
- B. Amanda Geer seconded that motion.

III. Financial

- A. Current Balance & Expenses through the end of the year (Samantha Schell was not present for this meeting, so this was reviewed in the March 2024 meeting, but not at this meeting).
- B. Jamie Flint gave an update. She said that the company that delivered the picnic tables should be crediting us back for the “lift gate” charge and for some of the freight. Samantha Schell’s husband and dad picked these up, put them together and delivered them to the school! Amazing! They are well loved!

IV. Last Month Recap

- A. Talent Show: positive report! 4J PTO created a task sheet specific for this event so that we can do it again next year.

V. April/May Events

- A. Staff Appreciation Week May 6th-10th
 - 1. Hats: we went with all blue, round patch with 4J brand. They will be ready the beginning of next week. Catherine ordered 18.
 - 2. Treats
 - a. Coffee
 - b. Food! Maybe a breakfast treat? Or maybe parents could serve lunch and do recess duty for the teachers? Breakfast would be nice so that the bus drivers could participate. The teachers have morning recess duty but parents could help with that.
 - 3. Monday, May 6: Breakfast and morning recess duty covered
 - a. Bring iced lattes so that bus drivers can participate

- b. Jamie Flint will cover recess duty
 - c. Amanda Geer will bring a baked good to the school that day
 - d. Amanda Geer will ask Leanna Beck whether she might be able to bring a breakfast casserole that day as well.
 - 4. Tuesday, May 7: Science Olympiad: we will give out hats that day.
 - 5. Wednesday, May 8: *Lunch and recess duty covered. Check with Linley Stinson and Maureen Percifield to see whether they can bring lunch and cover recess duty.
 - 6. Thursday, May 9: Maybe check with Courtnei Sieler and Karen Brady? Could we figure out some type of student appreciation for their teachers? Also do chips, queso, salsa from Qdoba and lime drinks.
- Science Olympiad May 7th
 - Pizza hut will be ordered the day before
- B. Track and Field Day - Shirts and lunch
 - 1. The kids will vote on the shirt designs next week (week of April 8-11) and the art teacher will be making the shirts.
 - 2. Track Meet is 5/16/24
 - 3. Jamie Flint contacted Little Powder and would like to do pizza as a joint effort after the track meet. We need to see if Recluse wants to participate with the pizza lunch afterwards as well.
 - a) Through pizza hut, there is school district pricing for the track meet.
 - 4. Jenn Sams from Little Powder PTO would like to do a joint fundraiser with 4J PTO and meet at some point in town to discuss options. It would work best to meet in town on a Tuesday.
- C. Mother's Day Tea May 9
- D. May 23rd last day of school
 - 1. Jamie Flint contacted Pinnacle Bank and the grill will be ready to go. Someone will need to pick it up. Maybe Lex or Clint?
 - 2. Burl Geer said she would donate the beef for the event. Amazing!
 - a) Catherine Haskins moves to accept Burl Geer's free will donation of beef for this event.
 - b) Jamie Flint seconded this motion.

3. We will need to work with Miss Cody through the kitchen to order the food for the event:

- a) We need to determine whether she has notes from last year.
- b) Cody orders her normal meal and chips for the school. She will need to order extra buns and maybe fruit? Amanda Geer will talk with Cody about these.
- c) We will do outside games: water balloons and games. We should ask kids to bring a swimsuit and towel and any water toys they want to bring.

4. Also the Kindergarten and 6th grade graduation

- a) Small cake ordered for the KG graduation
- b) Large cake ordered for the 6th grade graduation
- c) Large powdered lemonade also needs to be purchased at the time of cake pick up (please keep these expenses on the same receipt, if possible).

E. April 16th Music program

1. PTO will ask parents to bring cookies/bars.

- a) Catherine will create a flyer and send that home.
- b) Parents are to bring a dozen of some type of baked treat.

2. Amanda Geer has a flower idea with handwritten notes from the kids that will be presented after the program.

E. PTO Elections

- 1. Need to hold the election April 9-16, 2024. This gives us 3 weeks before the May meeting. That way, the new board will transition with the outgoing board at the May 7 meeting.
- 2. We need to do the election through a paper ballot that will be sent home with the kids.
- 3. We will ask Tiffany Schwenke to create a ballot based on who accepts the nominations for each PTO role.

F. PTO Survey

- 1. Amanda came up with a PTO survey to determine which events are the most enjoyed and how people would best like to support the PTO organization. It

also checks in on how to make the meetings work best for the different families who want to be involved.

2. Also adding a line item to see if community members/parents have ideas for 4J PTO fundraising ideas as well as goals.

F. Greenhouse project

1. Matracia Vigil moves to:
 - a. Have a \$600 budget for the greenhouse project which is equal to the current donation amounts from Farm Bureau (\$600). The donation money will be processed through the 4J PTO account.
 - b. Amanda Geer seconded this motion.

G. Summer reading program

1. Jamie Flint moved to do a summer reading program
2. Tara Brandenburg seconded this.
3. Details to be determined at the next meeting.

VI. Old Business

A. Bylaws

1. Each person can go through the document, add or edit what needs to be adjusted, then meet together and vote on or make changes.

B. Set new goal for PTO fundraisers

1. Greenhouse project
 - a) Gardening tools, hose, gloves, etc.
2. Amanda Geer looked at a popcorn fundraiser. It has 3 different options for delivery and dissemination. It could come to the building where we deliver or it could be shipped immediately to the recipient. They also have seasonal options like Christmas and then Spring (with gardening seeds, bulbs, popcorn, etc).
3. Donkey Basketball?
 - a) Partner with the college basketball team? Use the Pronghorn Center and maybe we could sell popcorn as a fundraiser for the event?

VII. Meeting adjourned 7:24 p.m.

- A. Meeting adjourned by Jamie Flint
- B. Catherine Haskins seconded that motion.

C. Next meeting May 7, 2024 at 6 p.m.