

PTO Meeting September 1, 2022 via Zoom

Call to Order	7:03 pm
Introductions	Tyson Bunch, Erin Koht, Holly Manley, Ashley Crane, Kathy Miracle.
Approval of Previous Minutes	★ Approved: Tyson ★ Second: Ashley ★ All approved
Teacher/Principal Update	★ Thanks to board for their work last year, and thanks to all the parents. We appreciate you and need you! ★ The beginning of the year has been wonderful. Some challenges, but overall excited to start the year and get things going in a more normal way than the last two years. ★ The mural is beautiful! Thank you to PTO for being a major contributor! Special thanks to Laura Watts and Lana Bermudez (sp?), who was hired to paint it with her husband. ★ Cross country has started with coach Sarah Diggs. ★ We have over 100 members for Impact (leadership for 4th and 5th grade). ★ Intervention aides started yesterday. We have three that help. But one supports other areas sometimes. ★ We are looking for three parent representatives to serve on the School Site Council. ○ Involves one meeting per month to work with staff and parents, to update the school improvement plan.

	★ Band has started. ★ Huge thanks to all staff. Everyone works so hard to make each day great!
Financial Update Erin Koht	★ We carried over \$50,000 from last year. ★ The -\$30,000 Quickbooks shows is not accurate, because we approved the money to pay for the mural last year, but it's showing a deficit this year. ★ Please reach out to Erin if you have questions about the PTO's finances. ★ We have already raised \$536 in Boosters. ★ We've already incurred our yearly expenses of insurance and website costs. ★ We are well on our way to supply the school with paper and purchasing some of our PTO software. ★ The mural costed a little less than \$20,000. This was less than our budget of \$25,000. ○ Laura Watts did a great job with the donations. ★ Fundraising Goals: ○ Harvest Festival: \$10,000 from Harvest Festival. ○ Boosters: \$19,000 after expenses ○ Read-a-thon: \$24,000 ★ Majority of PTO's budget pays for software, paper. We also fund the garden, visual and performing arts, Arts Attack, teacher appreciation, buses for sports, and graduation. ★ This year we are looking at making \$91,000 and spending about \$98,000. ○ We are about \$10,000 over budget, but because we are conservative, we usually make that up.
Current Business / Action Items (updates)	

Committee Update	★ None
Calendar of PTO Functions	★ October 21 - Doughnuts (Date Confirmed) ○ Flyer forthcoming. Maybe Halloween themed.
New Business	
	★ New Board Members: ○ Bobbijane Culbertson - will be the VP ○ Colleen Howard - will be the Secretary ○ Jason Ball - will take on the Family Events board position. ○ Motion to appoint Bobbijane as VP, Jason as Financial/Social Coordinator, and Colleen as Secretary: Tyson ■ Second: Ashley Crane ■ Nays: None ■ Motion passes. ★ Review Budget/Modify: ○ We now have more people attending social events than in the past, so Tyson would like to increase the budgets for these events. ■ We previously budgeted: ● Muffins: \$1,200 ● Donuts: \$1,200 ● Pancakes: \$1,500 ■ Last year, we spent: ● Muffins: approx \$1,270 ● Donuts: approx \$1,300 ● Pancakes: \$1,600 ■ Motion to increase budget to \$1,700 (Muffins), \$1,700 (Donuts), and \$2,000 (Pancake): Erin ■ Second: Tyson ■ Approve: Jason, Ashley, Colleen, Bobbijane

- Motion passes.

★ Boosters:

- Read-a-Thon

- We had success with Read-a-thon platform last year, Boostertech. Made it easy to collect donations and run class pages..
 - No fee for us to get started, but Boostertech takes 15% of what we raise through their platform. (This does not include corporate or cash donations.)
 - We can ask people to contribute credit card fees when they donate.
- Read-a-thon will be from 9/12 through 10/18.

- Boosters:

- Last year we did \$38,000
- A good goal would be \$20,000 or \$25,000 to advertise
 - In the past 4 years, we've seen anything from \$20,000 to \$40,000
- Propose a goal of \$30,000 after the cut.
- Maybe individualized prizes.
 - Top 3 items?
 - Tyson will send an email with ideas on prizes.

- Discussion about what we should fundraise for:

- Bringing back ceramics class
- Shade structure
- Electronic sign

★ Back to School/Musician:

- On the first day of school, there was a musician. Kathy Miracle paid for that out of her own pocket.
- Tyson would like to reimburse Kathy \$300 for the music
- Motion to create a "back to school" line item in the budget for \$300-\$500: Erin
 - Second: Tyson, seconds for a budget of \$500
 - Approve: Ashley, Bobbi, Jason, Tyson, Colleen
 - Motion passes.

★ Enrichment:

- We need to figure out logistics, like rooms

★ Spirit Wear:

- The company we use boxes everything individually, so it's easy to distribute items for the kids.
- Sarah is helping with spirit wear.

★ Committees:

- Spirit Wear
- Teacher Appreciation
- Enrichment
- Family Night Out
- Bulletin Board Chair
- Social Events Chair
- Fun Run Chair
- Holiday Shop Chair
- Movie Night Chair
- Read-a-thon Chair
- Father-Daughter Dance Chair
- Fall Festival Chair
- Mother Son Paint Night
- Family Photo Fundraiser

- Santa Run Chair

- Sweet Treats

★ We will need volunteers to help with these events.

★ Please contact Tyson if you're interested in volunteering.

★ Events:

- Should we rethink gender-neutral titles?

- Would involve renaming "Muffins with Mom," "Donuts with Dad," "Mother-Son Paint Night," and "Father-Daughter Dance."

- If we allow "parents" or a larger group of people to attend an event, we should consider space/capacity issues. For example, the dance may not be able to accommodate everyone who may be interested.

- Could consider adjusting events by grade (i.e., paint night for kindergarteners different from upper grades).

- We will think about this, and discuss at future meetings.

★ Volunteers:

- We need lots of volunteers for the various events

- Irene will help us drum up volunteers

★ PTO Flyers:

- Considering sending a monthly flyer with dates.

- We should use a brightly colored paper for our flyers so they stand out when sent home.

- Motion to create a budget line item of \$300 for colored paper for PTO

communications/flyers: Erin

- Second: Tyson
- All approved
- Motion passes.

★ Monthly Teacher Appreciation

- No budget yet. We're waiting to see how fundraisers do.
- Previous budget was \$1,500/year, plus the teacher appreciation month.
 - Conservatively estimating \$10,000 generated from Harvest Festival.
 - The Read-A-Thon ended up making up for Fall Festival and Gala.
- Motion to reinstate the teacher appreciation budget of \$1,500: Jason
 - Second: Tyson
 - Ayes: Bobbjane, Colleen
 - Abstain: Ashley, Erin
 - Motion passes.

★ Bulletin Board

- Kathy would like to replace the bulletin board that was removed near the lower parking lot (to the side of the A wing, near first grade).
- The cost is \$350, but not sure if this includes installation..
- Kathy will clarify what is covered by the \$350, and provide this info at the next meeting.

★ Mural:

- Design was created to carry the mural to the staircases at school.
- Cost to paint each "front" is \$2,000 (so a total of \$6,000) and \$1,000 for the backside.
- The additional murals can be painted in a weekend.

- The paint will eventually need to be touched up. The vinyl lifespan on the lower part is about 5 years. Painting should last longer than that.
- Discussion was held about whether to fund the mural versus other items.
 - Discussion about installing a shade structure.
 - Kathy said shade has been a long-term discussion in PTO. There had previously been barriers due to engineering. For example, if a shade structure is too close to a building, people could get on the roof and damage the shade structure. We may also need to get the district involved, and have additional guidelines/requirements for digging.
 - Tyson will look into it to see if a cheaper alternative, like a shade sail, is an option.

★ PBIS (Positive Behavior Interventions & Support):

- Components include SOAR tickets and rewards.
- It would be nice to have a PBIS budget of at least \$1,500 to cover the paper and rewards for positive behavior.
- PBIS team collects data to make sure they're targeting the right areas.
- Part of the program is tracking the tickets, and having them on colored paper helps with tracking.
- Holly Manley has already spent \$465 on colored paper for PBIS this year, but the paper won't last the whole year.
- Discussion about whether to fund PBIS now,

- or wait to see how fundraising efforts go.
- Motion to revise the budget to reduce teacher appreciation budget to \$750 and allocate \$750 to PBIS: Jason
 - Second: Tyson
 - Approve: Erin, Ashley, Colleen, Bobbijane
 - Motion passes.
- Kathy Miracle was asked to get feedback about what staff want for teacher appreciation vs PBIS

Miscellaneous

- ★ Volunteer commitments:
 - Harvest Festival is a bigger time commitment
 - Parent's Night Out was organized only by Holly
 - Looking for volunteers to help on the day of the event (set up/take down)
 - PTO try to do a better job of articulating the volunteer's role and time commitment
 - Reach out to Tyson if you're interested in volunteering.
 - Main committee position we need filled is the Holiday Shop.
 - Holly Merritt ran the shop before and will help this year. This is a good year to co-chair with someone to learn the job.
- ★ Classroom volunteers:
 - PTO volunteers who would like to volunteer for events during the school day have same requirements as volunteers in the classroom.
 - Most events are before/after school, so you shouldn't have to go through the whole volunteer process.

Adjourn	8:53 pm
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