

Holt Elementary PTO  
General Meeting  
August 19, 2026

**Call to Order:** 6:00pm

**Presiding:** Macy Brigham

**Secretary:** Adam Litster

**Attendance:** 14

**In Person:** Allan Chinn, Tiffany Rojas, Tara Davenport, Jill Ritz,, Lesli Harmon,  
Macy Brigham, Adam Litster, and Marilee Tennet

Elizabeth Carr, Kassandra Sinclair, Kacia Woldridge, Jessamyn Pritchard,  
Ryan Rojas, Savannah Pipkin-Litster

**Online:** none

## **Welcome & Attendance**

**Minutes from Last Meeting** - Vote to approve as emailed

## **Teacher Liaison Update**

*Leslie -*

*Staff liaison*

*THE MUSIC TEACHER WAS RETAINED !!! (With the hard work of Principal Chinn)*

## **Principal & District Update**

*Needing help to put together some shelves, She's willing to come in on the weekends if needed.*

- Kim McManis in the calming room*
- Contact Kim to coordinate*

## **Treasurer's Report** - Jill

1. Annual Financial Audit Report -
2. School Supply Fee
  - a. *Collecting the money and buying supplies or reimbursing teachers.*
3. 2026/2027 Budget
  - a. *Starting balance \$72K*
  - b. *Full audit every 2 years, we did ours last year,*
4. ASB Account changes
  - a. *4J ASB/Checkbook Accts through the school*
  - b. *Treat it as an outside funded program*
    - i. *Work with Sharon to monitor funds*
  - c. *Track on a separate budget spreadsheet*

- i. *Maintaining a \$0 projection on our main budget spreadsheet until funds need to be transferred*
- d. *Those funds are always designated as School Enrichment and cannot be used for any other expenses*
- e. *4J ASB/Checkbook Accts through the school*
  - i. *Maintain a starting balance of around \$16,000*
    - 1. *\$36/student for Annual Grade Enrichment*
    - 2. *26/27 Grade Enrichment (School field trips, art projects, anything that is done as a whole grade level): \$15,840*
    - 3. *Write a check to our ASB acct if funds start running low*

*This helps give us more accurate numbers on our budgeting.*

## **BUDGET**

*Nothing new in or out this early in the school year.*

## **Project chairs needed**

- **Coffee Cart** - *there is a lead person for this, but needing volunteers*
- **Teacher & Staff Appreciation** *This is needed in May 2027*
- **5th Grade Celebration**

## **Activity Calendar 2026/2027**

- *Trying to get them printed before First Monday Mailers.*
- *Tiffany Rojas has some printing ideas. Printing options will get discussed outside of*

## **2026/2027 Fundraiser Ideas**

### *Proposed 2026/2027 Fundraisers*

- *Double Good Popcorn Pop up stores ()*
  - *Dates are pending...*
- *BottleDrop (All year, Holiday Give & Earth Week)*
  - *We have bags available in the office*
- *Holt Bolt Jog-a-thon (April)*
- *Holt Night Out (All school year, goal of 2 per month)*

### *Other Funding Sources*

- *Sponsorship Banners*
- *School Cents*
- *Coffee Cart*
- *Spirit Store*
- *Concessions (Family movie night, Spring Carnival)*

*\*\*\* When creating flyers or handouts, get a copy of the word doc to Principal Chinn so that the district will help translate\*\*\*\**

## Start of year Business

1. Project Chairs Needed - Macy
  - a. *Project chairs needed*
    - i. *Coffee Cart*
    - ii. *Teacher & Staff Appreciation*
    - iii. *5th Grade Celebration*
  - b.
2. Holt Night Out - Macy
  - a. *September*
    - i. *Wednesday, 30: Buffalo Wild Wings All Day*
  - b. *October*
    - i. *Thursday, 29: Papa's Pizza Coburg Rd All Day*
  - c. *November*
    - i. *Wednesday, 4: Chipotle Coburg Rd 5pm-9pm*
    - ii. *Tuesday, 17: Pastini All Day*
  - d. *December*
    - i. *Sunday, 6: MOD Pizza Coburg Rd All Day*
    - ii. *Wednesday, 16: Panda Express (virtual\*) All Day*
3. SchoolCents - Tiffany
  - a. *We are excited to announce that Holt Elementary is participating in the Valley River Center's School Cents program. We can earn between \$500 to \$4000, depending on where we place among the 10 participating schools.*
  - b. *Every dollar spent at the mall earns points towards our school's total.*
    - i. *\$1 = 5 points*
    - ii. *New this year! - They have a School Cents app to upload receipts*
    - iii. *Each person can receive 2500 bonus points with their first receipt uploaded in the app.*
  - c. *The program runs August 1, 2026 through March 31, 2027, with bonus point opportunities available all year long.*
  - d. *There is a new app that can be used so that each person can make an account. The first receipt that is submitted receives additional extra bonus points. Upload the receipts.*

## DISCUSSION

- *Receipt drive for those that don't want to use the app so that we can still get points.*
- *Maybe return receipts in the Monday Mailer? Or have a box at the Front Desk.*
- *Give an envelope to each teacher to receive receipts. Then coordinate pick up each week from each classroom.*

## Bonus Points:

- *For the entirety of the program, get 3X points on purchases from American Eagle, Bath & Body Works, Box Lunch, Buckle, Champs Sports, Cotton On, Foot Locker, Hollister, Journeys, LensCrafters, Pacsun, PINK, Regal Cinemas, Round 1 and Victoria's Secret.*

- *In August 2026, get 2X points on purchases from American Eagle, Buckle, JCPenney, Tillys, Champs and Foot Locker.*
- *Donate to The Back-To-School Clothing Drive and earn 2X points on ALL purchases between August 7 – Sept 8 for Valley River Center.*

*PR Bonus Points:*

- *We can receive 1,000 bonus points for each different publicity or PR item submitted per month.*
- *Up to 4 different items may be submitted each month. That's up to 32,000 total additional points available for promoting the program.*
- *Ideas for promoting the program in August:*
  - *Posting on Facebook and in our grade groups*
  - *Flyers on the entrance doors and in the teacher's lounge*
  - *Announcement in the parent newsletters*
  - *Added a page to our PTO website*

4. Sponsorship Banners - Sara

- I've reached out to over 55 businesses so far. Only gotten a few NO's*
- Received 3 business applications so far*
- Papas Pizza, Stoddard Power (Sara's partner), Newmans Grotto*
- Anyone's work that might like to sponsor? Please send me their contact info and I'll be happy to send them to the info. [brower\\_s15@yahoo.com](mailto:brower_s15@yahoo.com) or text me 541-868-5441*
- Created an additional general donation Zeffy link for businesses who would like to donate smaller amounts.*
- They can pick any event to sponsor and we will be sure to*

*We are waiting on the District to approve policy changes.*

*Once that has happened Principal Chinn will finalize things and then we can*

*Our goal is \$20,000*

*\$800 x 25*

## ***Add shirt sponsor to the general donation page.***

5. Fall Family Social: September 23 (5:30p - 7p)

*Fall Family Social - September 23 5:30pm-7pm ---- RSVP link is now live*

- *Ice cream sandwiches, Popsicles & Popcorn*
- *Vendors*
  - *Holt Accessibility*
  - *Boy (cub) Scouts*
  - *I9 Sports*
  - *Garden Way Church (Kid Max Program)*
  - *Electronic Music Club*
  - *Shift!- invited (Conditional yes -for a bike tune up, we will need to really advertise)*
  - *North Park Church- invited*

- *Strings Academy- invited Kidsports- invited*
- *Eugene YMCA- invited Unity School- invited*
- *Girl Scouts- invited Eugene Rec- invited*
- *Breakout group after meeting for Executive Board*
  - a. *Needing to discuss getting enough folks organized for Shift Community Cycles to come for bike tune ups*
- 6. *Family Trunk or Treat: October 22 (5:30p - 7p)*
- Trunk or Treat - October 22 5:30pm to 7pm*
  - *Host a trunk*
  - *Rain or Shine- gym reserved for rainy weather*
  - *Donate Candy & non food supplies*
    - *Need 4-6,000 items*
  - *Food Trucks*
    - *Chelsea working on them*
  - *Fall Book Fair*
    - *Open at 4:30pm and closes at 7:00pm*
- 7. *Fall Book Fair October 19-23 (We used to host this on Saturday from 10-12)*
  - a. *October 19th - 23rd*
    - i. *Fri. Oct. 16th- Set Up*
    - ii. ***Possible Sat option 9 AM - Noon????***
    - iii. *Mon. Oct. 19th - Open*
    - iv. *Thurs. Oct. 22nd- Open for Trunk or Treat*
    - v. *Fri. Oct. 23rd- Last Day/ Tear Down*
  - b. *Scholastics Dollars for Staff*
    - i. *\$5 off \$20 Teacher Discount*
    - ii. *\$50 for Classroom/SpEd/Specials/Licensed*
    - iii. *\$100 for Title*
  - c. *Low income students - Coupons for lower income students*
    - i. *\$15 or less - funds from Scholastic dollars*
    - ii. *30-40 students (Really trying to make this more available this year to increase)*
  - d. *Volunteers Needed!!*

### **School Volunteers Needed**

- *September 8: Meet the Teacher*
- *October 1: Picture Day*
- *October TBD: Vision Screening\*\* (Needs*
- *October 19-23: Scholastics Book Fair*
- *October 22: Trunk or Treat*

### **Other Business to address**

- *New Mascot*
  - *New Mascot*
    - *Ashley proposed we let Electra "graduate" and welcome a new mascot*
    - *Costume already mocked up*
      - *With a FAN built into the head!*
    - *\$4,600 total*

- Ashley has \$2,000 to donate to new mascot
- Can we come up with the other \$2,600?
- Anyone want to work with Ashley on this project?

*Kodie is wanting to make it work.*

*Maybe student council come up with the new mascot name. Maybe the school that raises the most money?? Try and make this more of a reward to name the new mascot*

*5'7" to 6'1"*

*Production takes about 13-15 weeks*

*They are willing to start with 50% payment done.*

*Plan is to coordinate in getting that payment started.*

- Zap Out Hunger

*Zap Out Hunger*

- Ready to send out Food Support form when school starts
  - Giving families different levels of support options
    - Long weekends/holidays, every weekend, food crisis
- Goal of sending weekly bags to those who need them
  - Packing biweekly
- Want to get a local group to run a food drive on our behalf leading up to Thanksgiving break
  - Looking for youth groups or maybe student council?
- Looking for more volunteers to join the team
  -

*Garden Way church wants to help out more.*

*Ecclesia church is also wanting to participate more.*

*Wednesday or Thursday evenings are the ideal time to pack bags. To be sent out*

*High school kids are allowed to come if it's after hours with no kids*

*U of O sorority and fraternities.*

*The Fraternities are known to getting things started first.*

*U Of O Athletics*

*Volleyball team, track, football team is great, Soccer.*

*Find the coaches email*

*Christmas time is where they pack food boxes and more specific volunteer*

*Push out 2-3 specific times, volunteer times,*

*How to coordinate a thank you to the team.*

*The bigger corporations here organize regular giving days.  
OCCU days of giving so they take full days of volunteering.  
Corporate  
OCCU places. Could we set up an idea for coat donation.  
See if BiMart will set up boxes for item donation.  
Walmart corporate giving.  
Go to each individual walmart. Each individual  
Every 3 months they give out. Usually in form of gift card \$25-*

*Elizabeth Carr has a lot of non-profit work. [elizabeth.a.carr89@gmail.com](mailto:elizabeth.a.carr89@gmail.com)*

## **Adjourn**

**\*Breakout groups:** Fall Family Social

***Next meeting: September 16***  
*5:45pm Childcare in a classroom*  
*6pm: Meeting in Library*