

PTO General Meeting Minutes

August 17, 2016

Attendees:

PTO Board- Juli Watkins (President), Kyle Boeglin (VP Fundraising), Rebecca Garrett (VP of External Communications), Shannon Brandow (Treasurer), Nikkole Anderson (Staff Member at Large) and Vicki Kravitz (Secretary)

Staff- Lacey Dahl (Principal), Jen Bass (Assistant Principal), Cindy Russell (Principal Secretary), Melanie Cronican & Linda Furtner (SPED)

PTO Members- Sarah McLaughlin, Liz Smith, Kristine Garrett, Cara Bell, Jen Dobosz, Jessica Booth, Tasha Peters, Renee Curry, Melissa Harrison, Carrie Iverson, Kristi Moore, Heather Myhr, Brett Martin, Rebecca Peterson and Ashleigh Farrell

1. Call to Order and Introductions

2. Principal's Report- Lacey stated that the transition to the new school year has been smooth and she is excited to take on her new role as principal. Additionally, Lacey touched on the following:

- **Enrollment-** Current student count: 478. We were projected to have 476. The school receives approx \$3,000 per student which primarily goes to teacher salaries. If the *projected* number is more than 3-5 students over the *actual* number, the school has to pay the district back the overage. Enrollment is still in flux as we tend to get additional students in September.
- **Parking Lot-** There has been more staff on duty to help monitor the parking lot situation. Currently the parking lot clears out in about 6 minutes and so far has been running smoothly.

3. Teachers Report- (*A different group of teachers presents at each PTO meeting*)

Melanie Cronican and Linda Furtner described how the Special Education (SPED) team has rolled out Artful Learning to their students. They have the following 3 units:

1. **Perseverance-** In this unit, they used the Great Wall of China as their Masterwork. They challenged the kids to consider what perseverance means and how they can use it in their lives.
2. **Empathy-** In this unit, they used Norman Rockwell's painting "Do Unto Others" as their Masterwork. They had the kids relate what empathy means to them via written work and role play. For their Original Creation, students created tie blankets for the Linus Project.
3. **Relationships-** This unit has not been fully implemented at this time.

Our SPED team is the only one in the nation to roll out Artful Learning Units to their students!

4. Officer's Reports

- a. **President- Juli Watkins-** This is our second year as a Board with the addition of Rebecca's position. Our focus last year, as it will be this year, is to have fundraisers that do not include selling "stuff". There are a number of volunteer opportunities and we are hoping that folks can find something that interests them! Some accomplishments from last year include:
 - Worked to establish our own 501 (c) (3).
 - Raised more than \$20k with the Fun Run
 - Raised more than \$5k with the Read-a-Thon

- b. **VP Fundraising- Kyle Boeglin-** There are a number of fundraising opportunities throughout the year and there is no expectation that families participate in *all* of them. Our fundraising efforts include:
 - o Fun Run- September 20th
 - o Read-a-Thon
 - o Spirit Nights
 - o Froyo Fridays
 - o King Soopers & Safeway Cards
 - o Box Tops
 - o Donations
- c. **VP External Communications- Rebecca Garrett** Rebecca indicated that the school is currently working to "rebrand" Meadow View as an Artful Learning school. Upon completion, we are planning to purchase Spirit Wear with the new image/logo. More information will be forthcoming.
- d. **VP Internal Communications- Shanequa Baker** While Shanequa was unable to attend the meeting, Nikkole Anderson reported out in her absence that the teachers were in favor of an all school Fall Festival similar to last year's Fall Festival.
- e. **Secretary- Vicki Kravitz** The PTO Binder with past minutes and bylaws are located in the school office and are available upon request.
- f. **Treasurer- Shannon Brandow** Shannon reviewed the current proposed budget with the following highlights:
 - o **Treasure's Briefcase-** With Board approval, Shannon has signed up for an on-line recordkeeping system that stores information in the "cloud". The system costs \$79.95 a year and will allow for an easier transition when the treasure position changes.
 - o **School Grants-** Teachers will have to reapply for grants each year.
 - o **Winter Event-** The PTO is looking to add a school-wide Winter Event this year. More information to be forthcoming.
 - o **Expenses vs. Revenue-** Currently the proposed budget has an estimated \$49,523 in expenses vs. \$42,100 in revenue. The budget is a living document that is reviewed on a monthly basis and may be changed (with proper approval) as needed. Additionally, we currently have aprox \$21k in funds that are a carry over from last year.
 - o **Vote Results of Proposed Budget: (25:0).**

5. Minutes: Review of minutes from 5.18.16- Minutes approved (25:0).

6. New Business-

- a. **Online Directory-** Around Spring Break last year, we rolled out the new on-line directory provided by FourLeaf. Importing the new school year data is a bit cumbersome so we are hoping to re-launch the system with the updated information by Fall Break. We have provided paper versions of the directory in the past which was time consuming and often outdated by the time it was published.
- b. **Donuts with Dad-** This is scheduled for Friday September 2nd. 7 Eleven has agreed, once again, to provide 600 donuts for the event! We are looking for people to help with the following:
 - o Donut Pick Up
 - o Coffee Pick Up
 - o Set Up and Take Down
 - o Serving
 - o **Action Item-- Please contact the PTO if you can help!**
- c. **Fun Run-** The Fun Run will be September 20th with a kick off date of September 6th. We are looking for help with the following:

- Soliciting sponsorships (We currently have Milestone Dental as our presenting sponsor and Burger King as our food sponsor). In order to ensure names are added to the t-shirts, we need these by the last week of August.
 - Sorting and delivering T-shirts
 - Helping the day of the event
 - **Action Item-- Please contact the PTO if you can help!**
- d. **Volunteer Opportunities-** There are a number of current volunteer opportunities that we would like to fill. The following were resolved at the meeting:
- **Box Tops-** Coordinating and mailing. **Resolution- Cara Bell volunteered for this position. Thank you!!**
 - **Graphic Designer- Resolution- Brett Martin volunteered for this position. Thank you!!**
- e. **Misc.**
- There is a PTO area including a calendar and handouts located on the wall across from the Office, near the preschool.
 - Due to staff reduction, the BASE program will no longer be able to provide childcare during PTO General Meetings. We will be reaching out to CV High School to request volunteers.
 - PayPal?- For the Fun Run, we utilize 99 Pledges which provides a better rate than PayPal. Additionally, the company that manages the Read-a-Thon has their own on-line payment system.
 - Amazon Smile- Shannon is currently working on our Tax Exempt status but until that is completed, we will not be able to use Amazon Smile.

7. Teacher Dismissal

8. Committee Breakout & Discussion of Immediate Needs (see New Business above)

9. Monthly Drawing for Parking Spot- Kyle Boeglin was the winner of the PTO parking spot.

PTO Minutes Snapshot- August 17, 2016

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