

# PTO General Meeting Minutes

## November 16, 2016

### Attendees:

**PTO Board-** Juli Watkins (President), Kyle Boeglin (VP Fundraising), Shannon Brandow (Treasurer), Nikkole Anderson (Staff Member at Large), Shanequa Baker (VP Internal Communications) and Vicki Kravitz (Secretary)

**Staff-** Michelle Grove (6th Grade), Michelle Whitesell (6th Grade) & Matt Harper (6th Grade).

**PTO Members-** Heather Myhr, Ashleigh Farrell, Brett Martin, Jessica Booth, Renee Curry & Joshua Curry

### 1. Call to Order and Introductions

**2. Principal's Report** Lacey was unable to attend the meeting. She has been working on the school's Unified Improvement Plan and will be discussing it at the next SAC meeting (11/28).

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

The 6th Grade teachers (Michelle Grove, Michelle Whitesell and Matt Harper) discussed their recent Diversity Unit. 6th grade students have been learning about Latin American countries including their ancient civilizations. Students were asked to create masks including colors and symbols that represented the particular culture they were researching.

### 4. Officer's Reports

- a. **President- Juli Watkins-** Juli discussed the following:
  - o The Fun Run Assembly will be Friday November 18th. There were 2 classes that earned the milkshake parties along with a \$100 gift card (Mrs. Anderson's 1st Grade and Ms. Johnson's AM Kindergarten class).
  - o Froyo-to-Go will also be Friday November 18th.
  - o King Soopers/Safeway Cards- We are promoting these to take advantage of Thanksgiving shopping.
- b. **VP Fundraising- Kyle Boeglin** We are excited to have the Fun Run done and are looking forward to Friday's assembly.
- c. **VP External Communications- Rebecca Garrett** Rebecca was unable to attend the meeting, however, she has been working on the plan for rebranding and has sent a rough draft to Juli.
- d. **VP Internal Communications- Shanequa Baker** There is nothing new to report other than that the school is looking forward to the Fun Run Assembly.
- 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 informed the group that we have completed our tax filings for last year. Additionally, Shannon discussed the Budget Variance and Checkbook Activity documents.

### 5. Minutes: Review of minutes from 10.26.16- Minutes approved (15:0).

**6. Grant Requests- Fun Run Maker Space Grant- Shannon Brandow** With the successful completion of the Fun Run, Shannon proposed raising the Maker Space grant from \$10,000 to \$15,000. **Vote results to approve grant adjustment: (15:0).**

## 7. New Business

**a. Amazon Smile-** Shannon has looked into this service and is in the process of filing Tax Exempt paperwork for the state of Colorado. Amazon will hold monies contributed under this program until we can complete the required paperwork. Additionally, they have specific requirements on how this program can be promoted.

## 8. Teacher Dismissal

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

10. **Monthly Drawing for Parking Spot- Juli Watkins was the winner of the PTO parking spot**

### **PTO Minutes Snapshot- November 16, 2016**

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

The 6th Grade teachers (Michelle Grove, Michelle Whitesell and Matt Harper) discussed their recent Diversity Unit. 6th grade students have been learning about Latin American countries including their ancient civilizations. Students were asked to create masks including colors and symbols that represented the particular culture they were researching.

**Amazon Smile-** Shannon has looked into this service and is in the process of filing Tax Exempt paperwork for the state of Colorado. Amazon will hold monies contributed under this program until we can complete the required paperwork. Additionally, they have specific requirements on how this program can be promoted.

**Fun Run Maker Space Grant- Shannon Brandow** With the successful completion of the Fun Run, Shannon proposed raising the Maker Space grant from \$10,000 to \$15,000. **Vote results to approve grant adjustment: (15:0).**