



Parent-Teacher Organization Meeting Minutes

October 9, 2023

In Person in Staff Lounge

1. Welcome & Roll Call

- a. President – Heather Farley - Present
- b. Vice President – OPEN
- c. Treasurer – Brenda Wood
- d. Senior Party Treasurer – Stephanie Heiberg - Present
- e. Secretary – Jennifer Bharucha - Present
- f. Communications – Heather Farley - Present
- g. Event Coordinator – OPEN
- h. Staff Appreciation – Sarah Fahning - Present
- i. Website / Social Media– Julie Peyer - Present
- j. Fundraising – Heather Farley - Present

Others in Attendance:

Holly Rutherford – Website/Social Media Shadow
Tes Lime
Prayati Ockenga

2. Approval of Minutes - ACTION ITEM

- a. September, 2023 (attached) - Motion to approve minutes by Holly, seconded by Heather. Motion passes.

3. Review Financial Reports – ACTION ITEM - Brenda and Stephanie

- a. September Budget Review - Updated Sr. Party Costs
 - i. Motion to approve Budget by Julie, seconded by Heather. Motion passes.
- b. Brenda is looking into Venmo but may not work for us.

4. Staff Appreciation – Sarah / Jeannie

- a. Conference Meal – Von Hanson’s from 11:30am to 1:30pm on Wednesday. Same quantity of food as last year. Planning to serve ~275 teachers and staff.
 - i. What does Sara need?
 1. Holly will help set up the dessert/drinks table.
 2. Tes and Julie can help restock the desserts and drinks during lunch.
 3. Sarah will decorate the night before and will check with Brenda on payment for Von Hanson’s.

5. Events

- a. PTO Meet and Greet at October 11 Conferences 4:30-7:30pm
 - i. Need people to cover PTO table - Julie and Jennifer will help. Jennifer will be there from 4:30 to 5:30.

- ii. We will have a raffle and sell Gertens - We will raffle 4 Yetis and 1 Kona Gift card. Julile will make raffle tickets and make flyers with the QR code for the paypal link. There will also be cookies and a box to collect donations for the staff luncheon.

6. Principal's Update – Nate Gibbs

- a. Graduation date is set for June 7th at 7pm at Mariucci Stadium.
- b. Thank you for providing the staff meals during conferences!
- c. At conferences, instead of just talking about grades, teachers have been asked to talk about wellness and engagement in classes.
- d. It's been a rough 8 school days due to the potential threat at CMS and 2 big fights at the high school.
- e. Parents have asked about consequences for fights, etc. and the district will follow the consequences outlined in the schools' handbooks.
- f. Moving Mindfully is a part of the teacher's professional development this year. They will be working with staff to help students destress and get centered, especially before tests.
- g. Discussed weekly communications from the high school.
 - i. Planning for weekly emails on Fridays and could see 1-2 emails each week from the high school.
 - ii. Talked about consistency in when emails are sent out so parents can look for the emails on a certain day of the week.
 - iii. Nate will help push the Gerten's fundraiser with families.

7. Senior Party – Andrea / Stephanie

- a. A communications person is needed for the Sr. Party
- b. Stephanie and Cassie will meet with Nate after MEA to discuss the Sr. Party.
- c. For future reference, there were 40 Yetis left over from the Sr. Party.

8. Website – Julie

- a. No changes now. Julie will make updates this week.

9. Fundraisers

- a. Gerten's update
 - i. \$1539 in sales so far
 - ii. October 23rd is last day
 - iii. December 1 delivery, December 2 pick up
 - 1. Heather will look for a location
 - 2. Jennifer can help sort items on Dec. 1st
 - 3. Holly can help sort orders and distribute them on Dec. 2nd.

10. Teacher Mini Grants

- a. Review entries (thank you Prayati for putting together the detailed list)
 - i. If we awarded all the mini grants received, we would be ~\$6400. Our budget this year is \$5000 but we have spent \$7500 in the past.
 - ii. Asked Nate if the school could fund 2 of the mini grants (\$500 each) for Spanish books and French books. He will be able to get this funded so we are at ~\$5400.
 - iii. The Health department requested \$600 for dark skinned baby manikins. Prayati will find out how much 1 manikin will cost and see if we can reduce this grant.

- iv. The PTO awarded Mark Kingsbury \$500 in the past so may reduce his grant to \$250 if we need to cut costs.

11. 2023-2024 Meeting Schedule

- a. September 11, 2023
- b. October 9, 2023
- c. November 13, 2023 - Heather may not be at this meeting
- d. January 8, 2024
- e. February 12, 2024
- f. March 11, 2024
- g. April 8, 2024
- h. May 13, 2024

12. Other Business

- a. Planters – Sarah
 - i. bought 4 mums from Costco. Will look at Gerten's items to see if we want to order any for the planters.

13. Adjourn

- a. Motion to adjourn @ 9:56am by Julie, seconded by Heather. Motion passes.