

PTO Minutes

Tuesday Nov. 10, 2015

Addendum

The purpose of this addendum to November's minutes is to give new members/ members who were not in attendance of last year's last meeting information on decisions made regarding the direction of 2015/2016 PTO fundraising.

New changes this year: We have decided to streamline our donations this year and see how it goes. We used to have several donation opportunities throughout the year. This year we are really focusing on 2 main events in which to donate so it doesn't feel like parents are getting hit up to donate every time they turn around. Read-a-thon in Fall and Fun Run in Spring. STEM Festival no longer offers the silent auction. It requires too many volunteers and too much time. It has become too overwhelming to do a silent auction and really not cost effective for the donations sent in vs. how much the donation made the school. Plus same people donating are potentially bidding on that class basket as well. A class basket could have \$200 worth of items in it, but it only went for \$100. Great for the recipient who won, but dollar for dollar it wasn't cost effective to bring in donations. Same with single donations. A restaurant Gift Certificate could be for \$100, but it may only be sold to the highest bidder for \$35. STEM festival will still be a free family friendly event.

-Read-a-thon: First week in October. This is essentially a Literacy week where kids are encouraged to read a certain amount of set minutes per night/per grade level (usually their typical reading minutes). Kids really enjoy the extra encouragement and emphasis on reading this week and get a bookmark for participation, no donation necessary, just reading. For an entire week (Monday-Friday) the students write down their reading minutes on a log and turn in the following Monday. Parents are encouraged to donate and we did really well this year. This is really our main donation event geared towards families. Kids have guest readers during their normal library time during week of Read-a-thon. We usually have a kick-off or a wrap up assembly with an author. More below.

-Family Fun Run: This will be our second donation driven event for the school year (and second annual Fun Run this year). This is geared towards medical/dental/health community of Fort Collins. We offer several donation levels such as \$1000, \$750, and lower. Anyone, as well as families can donate too. We approached several businesses (doctors, dentists, chiropractors, gyms, etc) in the community to ask for a donation. Many of these businesses do have ties to Timnath Elementary, like kids that attend Timnath, or provide services to many students at Timnath, but not all. We tried to offer a lot of publicity as far as signage at Timnath week of Fun Run, signs at Fun Run, t-shirts, and will put our donors on our website. Every year we are trying to grow the event to make it bigger and bring in more community support. Families or individuals can run/walk this 2 mile FUN run out at Timnath Reservoir for about \$10 person entry fee/\$50 family. Will be last part of April. Still trying to nail in dates and work around PSD Track meet and Eco-week. Local paper did a story on the event. Starbucks donated coffee and we have the Lions club host a pancake breakfast after. Sprouts donated fruit and water. It was a success and have been asked by families and staff to keep doing it, so we are going to (hopefully) replace the money we usually get from STEM festival with this event over time.

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13 members in attendance, including 4 officers and 2 Timnath staff members

Old Business:

Read-a-thon: This year's Read-a-thon surpassed expectation raising \$6425. Last year PTO earned \$4600 for the same event. Linda Motter was not present so details of the event were unavailable.

Fall Book Fair: The 2015 Fall Book Fair made almost \$8000, which translates into about \$4000 earned for Timnath's media center. Book fair was also able to give a book of choice to all of Timnath's classroom teachers for their libraries. During book fair, we collected \$211 for All for Books. All for Books is money that we collected to help those Timnath students, who may not have the money to participate in book fair, buy a book of their choosing (some limits apply). The collected AfB money will be "awarded" in the spring.

Book Talks were a big hit with the kids who participated. It was easy to organize and enjoyable for all parties. Only snafu was the inadequate abilities of the camera operator (that would be me). Linda talked to Genie Wahl and she is willing to help with the spring book talks, schedule permitting.

Due to recent years' successes with our book fair, Linda asked Scholastic for and was approved to receive an upgrade to our book fair assortment. Starting in the spring, Timnath will receive a Custom book fair (upgraded from Premiere). This equates to a book fair that is the same size to what Timnath had in the time before Bethke.

For all of book fair's successes, fulfilling volunteer shifts was not one of them. It was decided that book fair days will be cut back in the spring due to inability to fill shifts. Linda is proposing book fair opens on a Fri (Pastries will be that morning) and closes the following Wed.

Pastries with Parents: donors- 200 donuts from Lamar's donuts on Boardwalk. 90 bagels from Gibb's on Harmony. Bought cream cheese. Albertson's on Lemay/ Riverside donated cartful of pastries. Dunkin' Donuts: We paid \$60 for coffee (50% donation for 75 people) and they delivered everything including cups, creamer, sugar to school. It was worth the price and the free delivery. Dunkin' Donuts also brought A LOT of donuts. There was plenty for everyone. Terry wrote Thank Yous to all above mentioned businesses.

4/5th grade Teacher appreciation lunch (Oct 22): Unfortunately, due to a lack of response from 4/5th grade parents, Terry was forced into seeking out other avenues to fill the needed entrees for this event. She contacted Fazolis who was willing to do a part purchase/part donations. PTO purchased entrees and Fazolis donated breadsticks and salad. Teachers loved it. PTO spent \$100 to make this event happen.

PTO tried something a little new this year. Typically 4/5 grade parent response is pretty low so we tried a direct appeal and emailed/texted parents to see if they were available to bring food for their appreciation lunch. These parents were contacted because of their response to the volunteer form sent

home at beginning of year. The number of parents willing to help was disappointing. Next time, PTO will also send out a Sign-up Genius, to cast a wider net.

New Business:

Next PTO Meeting: Tuesday, December 1st

Read-a-Thon (raised \$6425) vs. Flat Donation Campaign: What to do next year? At the very least PTO decided to keep a Literacy Week even if we do not have a Read-a-thon. The students really enjoyed the guest authors/speakers. They enjoy this week where everyone emphasizes literacy and reading.

After much debate, it was decided that RAT (Read-a-thon) fundraiser should remain as is. Joy looked into some companies who help with RAT and Fun Runs, they are cost prohibitive taking anywhere from 10-50% for their cut. Currently we get 100% of donations by our current method...which seems to be working for now. Paypal is almost ready! We have access to it now so we can offer that option to out of state family and friends who would like an easier option than a check.

Reasons we will keep as a RAT (not a flat donation of say \$40) is because we don't want to discourage families from donating more than they would, or discourage anyone from feeling like they can't contribute a certain amount so why bother at all? Every penny counts. We want everyone to contribute whatever amount suits their budget, not matter if it is a \$1, 10, \$100. Most importantly knowing that their contributions helped our school.

PTO/Marnie will look into changing wording for RAT parent information letter. We would like it to reflect the fact that we are not asking families, necessarily, go door to door to ask for sponsorships, however, they are free to spin it that way. They also may elect to treat it as more of a flat donation. (many families already do). The hope is to allow parents to work within their comfort zone to help get the necessary funding for Timnath Elementary.

Changes for next year, Joy/Linda asked that the donation awards return to the previous year's levels, 2014/2015 donation levels: \$25 student gets a free book and \$50 students gets to attend popcorn party. This year we had the popcorn party at the \$25 level and the book at the \$50 level. Linda brought up the point that our give away books average a cost of \$1.00 a book. A book give away also fits better with our Literacy Week intentions. Joy shared that the popcorn party took a lot of time and resources to organize. It would be easier on our volunteers if it was for a smaller group of students.

Thanksgiving Feast (Fri. Nov. 20th): planning for 600. PTO is buying 600 cookies from Costco, and a dozen or so from King Soopers for kids with allergies. Kelli has order the delivery of 50 tables and 300 chairs from the PSD warehouse. She has been working on the menu with Barbie (kitchen) and Marjorie.

Shirts: Trying to get order forms out by Thanksgiving

2nd/3rd Teacher appreciation luncheon (Dec. 10th): Wendy approached owners of Fuzzy's and they will donate lunch for 50 people! The staff will be excited.

Bingo Night: Date changed from Jan. 15th to March 4th. Per district policy we actually can NOT hold a Bingo night all. Thank you Marjorie for bringing to our attention. Get you thinking caps on so we can come up with another fun idea or scrap the family night all together this year. When PTO first decided on hosting a Bingo Night, our thought was to have a free event that did not double as a fundraiser for the school. Since STEM is a free event and no longer including a silent auction, this kinda meets our criteria as a free family event. We will vote next meeting to see if PTO still wants to host another family event in the spring, and if we do who will be in charge.

STEM Festival (Feb. 20th): STEM Festival will be similar to last year. It will remain a free family event but it will not long double as a fundraiser for the school. It was decided last year that PTO would not be holding the silent auction this year. The silent auction required an extraordinary number of man-hours and the revenue from it has been dwindling steadily in recent years. This year PTO finalized their decision to eliminate class baskets, the only part of the silent auction that was still open to debate.

We will, however, still hold a door prize drawing. Kelli volunteered to help organize door prizes. We have some prizes, left over from last year, but will need to seek out a few more.

Last year it was decided that we would not invite Science Matters to return as a presenter. Science Matters is our only compensated presenter at STEM Fest. Last year PTO paid \$1000 for 2 activity stations. It was decided that that was not money well spent. This year it was countered that Science Matters could do 1 activity station for \$500. PTO voted and elected to not spend the money.

STEM Festival is broken up into the following committees:

Presenters: This is tackled by the STEM coordinator and Timnath's STEM teacher, Sue Ellen Kempton

Food: Kristie and Wendy, generously volunteered to organize the food again for this year. Menu to be determined.

Games;, Prize Redemption;:, and Volunteer Coordination:- These were all handled by the STEM coordinator last year, however, in previous years they were their own committees.

- New idea: To fill the gym and bring parents in what about displaying the students' artwork? We need to approach art teacher, but I think this will just involve some work on the back end of collecting artwork and putting on tables. Way easier than a silent auction.

Cinco de Mayo (May 5th): PTO has determined that we have our hands full and would be unable to organize this event. However, we will provide assistance and funding, as we are able. Araceli will talk with her families to see what ideas they have.

Website: Pay Bill for hosting website? Take over website ourselves? Joy will contact Bill to see what yearly hosting fee is and if we can pay for that since he doesn't have kids at Timnath anymore.

Teacher Grant \$: School voted to give Ms. Doss, PT Kinder teacher \$100/semester, not \$50. PTO voted to give Ms. Doss \$100/semester since she has her own class.

Thanking Donors: Discussed putting in place a system to thank our donors/sponsors for any money or in kind giving, they donate. Marnie has said she would look into creating a plan for coordinating Thank Yous.

Also briefly discussed Byron and if they want to do a match donation again. Sounds like Byron would be interested to do again, but Marnie would follow up and see when a good time during the year would be for them. Byron set up a match at last year's STEM Festival(2014) that brought in several thousand dollars.

-Questions: contact Joy Murphy, PTO President. 970-286-3694. joygmurphy@gmail.com