



TIMNATH ELEMENTARY SCHOOL PTO MINUTES

September 12th, 2017 @ 2:30pm

Note: Information presented by individuals appears in standard font. *Discussion among attendees appears in italics.*

In Attendance

PTO Board Members: Deb, Sarah, Kaori & Sabrina

Teachers: Tanner (1st Grade), Cooley (4th Grade)

Office: Matt Marietta, Karrie Pepek, Marjorie

Parents: 12 attendees

Approval of PTO Bylaws

Bylaws were presented. Motion to approve by Sarah Keller. Seconded by Kaori. All present voted to approve.

General Updates

- Ice Cream Social (Sarah): handed out 875 ice cream cups (purchased 900) & 60 Otter Pops
- Coffee & Conversation (formerly New Parent Coffee) (Sarah): 17 Parents attended
- Back to School Nights (Sarah) have been going well. PTO has received numerous Registration Forms & Surveys back. *Requested to add these two forms to the PTO website for those that missed them.*
- Spirit sales (Sabrina): We've sold 100 youth, 32 Adult & 42 Women's shirts & Spirit Sticks have been a hit.
- School Supply Kits (Sabrina): all student items have been distributed. We were able to get a portion of our money refunded for the troubles with the order this year. We will use these funds to purchase additional supplies for the teachers. If we offer this program again, we will look at EduKits which is based in Colorado.

Principal's Report

Principal Matt Marietta presented his report.

- New opportunities presented by the PTO Board over the summer were reviewed during the recent Leadership Meeting
 - Back to School Bash: The Leadership Team suggested all activities be free of charge & food be for sale (where a family could eat for under \$10). Purpose of event would be for building community. Concerns raised about similarity to STEM Festival & timing. *No further discussion held during the meeting. Notes from the Board: Back to School Bash was originally presented as a family friendly, low-cost fundraiser to increase funds available to further support school functions. Based on parent feedback on the survey, there are other community building events that would be more cost effective (as non-fundraisers). We will revisit the idea of a Bash next year.*
 - Cub's Den was approved by the Leadership Team to begin operating immediately at the suggested interval (once a month); to be run by parent volunteers at this time. *Sarah explained the Cub's Den is similar to what you've seen at the back to school nights & is focused on increasing school spirit. Sales of t-shirts, spirit sticks (keychain patches for backpacks), pencils, water bottles, etc.*
- Timnath will have a Choir, led by Hannah Ploughman, music teacher. 40 Kids will be accepted from 3rd-5th Grades. Practice will be held before school on Thursday & Friday mornings. Performance will be December 15th. *Concern was raised during the meeting there could be an overwhelming amount of interest. We'll see what the response is & then explore options of adding parent volunteers to potentially expand program, but we don't want to overwhelm Hannah on the first attempt.*
- Reviewing the budget, there was \$9,000 rollover from previous year (funds the PTO granted to the school in previous years). PTO has been granting funds to the school in 2 installments (Aug & Jan). This was to be \$4,000, but due to the rollover, PTO will hold onto this money. Laura Benson, Gym teacher, needed money to replace funding that ran out a couple years back. Matt & Laura will meet when she returns in October as funds have been allocated to this. PTO increased the school's Field Trip budget. Matt is working with teachers to layout their plans for the year. He cited logistic issues with our later start/dismissal times can cause bus availability issues along with increased traffic on the Front Range, so options are being explored.

- Teachers are encouraged to attend PTO meetings. They will rotate through the meetings as their schedules allow. Their feedback is integral to our meetings & planning success.

Budget

The proposed budget for 2017-18 was distributed by Kaori Anderson, PTO Treasurer, and reviewed by those present. Income is projected based on the previous 2 years. Budget will be posted online & updated quarterly.

Committee Reports

- Volunteer Coordinator (Sarah) explained what positions are still available. View [Committee Openings](#) on website.
- Parent Survey Results were reviewed (Sarah). Highlights include: respondents (53) want to receive communication via email (overwhelming response). Morning meetings are preferred over afternoon/evening. Family Movie Night/Holiday Shop/Music or Art Showcase were top desired events.
- Room Parent Coordinator (Sarah in Stacey's absence) will hold a meeting shortly to get started for Halloween.
- Freddy's Nights (Kelli) is tonight. Fliers went home in Friday folders, stickers on kid's shirts today
- Picture Day/Hearing Screening (Sabrina in Joy's absence) needs additional volunteers, SignUpGenius sent to PTO registered volunteers this morning.
- Classified Staff Week (Deb) will be recognized this year. We need a sponsor/donation for luncheon, please contact Deb if you have any connections & can help.
- 4th / 5th Teacher luncheon (Deb/Linda) is Sept 28th, SignUp Genius will be sent out soon
- Literacy Week (Deb) needs a coordinator! Will be held in October, dates TBD as Cindy Anderson, Librarian, is out Oct 5-12. Deb has spoken with Dairy Queen in Windsor about possibly sponsoring free Kids Cone coupons to be handed out to kids. *Asked for teacher feedback if there's anything else they'd like to see with Literacy Week.*
- Box Tops (Shonda) will be holding monthly class collection contests. *Attendees liked the idea of a traveling trophy for the winner, possibly a big stuffed bear with Timnath t-shirt. Teachers are open to having a collection box placed in their classrooms.*
- Halloween Parade (Kaori) will continue the tradition. Town Permit has been pulled & Kaori is in touch with traffic control.
- Website Design Coordinator (Kristie) discussed the website needs some attention. *Sarah mentioned someone indicated interest on their PTO Registration. She will connect this parent with Kristie.*
- Parent Greeter Program needs a Coordinator. This is a new initiative (suggested by Matt) where 4-6 parents are present during drop-off to pump up the energy with the students the 1st Friday of each month. *Deb mentioned someone has donated 'Greeter' vests for the volunteers to wear. Marnie Long volunteered to be the Coordinator.*
- Book Fair / Pastries with Parents Coordinators (Kelli & Joyce) mentioned there's an option to keep the Book Fair open through the Thanksgiving Feast if we wanted another day where parents are in the building. *Office will look into the logistics & let Kelli know if this is feasible.* Joyce stated Pastries with Parents morning accounted for 41% of overall sales last year!
- Cub's Den (School Spirit Store) needs a Coordinator. *Tera volunteered to head this up. Tera will work with Sabrina & Sarah to get things going & then get her committee together.*

New Business

- *Wendy would like to work with Schwan's as a passive fundraiser. Any orders placed during the specified time frame, we earn 40% during the 45 day campaign, & 5% for the next 90 days. Families are already ordering, why not take advantage of the opportunity. Wendy will work with Schwan's for a potential start date of November 1st (to catch holiday orders)*

Next Meeting

October 3rd @ 2:30pm, Timnath Cafe