



April 2022 PTO Meeting

April 19, 2022 5:30pm • LRC

- I. Call to order**
- II. Approval of Minutes**
- III. Parent open forum (5 minutes)**
- IV. Admin update (5 minutes)**
- V. Financial update (5 minutes)**
- VI. Old Business (20 minutes)**
 - A. Book Vending Machine (Sam)**

Information

 - Arrived and stocked!

Action

 - Take and post pictures to social media
 - B. Outdoor Classroom (Sam)**

Information

 - Completed and being used by teachers/students

Action

 - Take and post pictures to social media
 - C. Teacher Appreciation Week - May 2-6 (Krissy)**

Information

 - Planning update (Krissy)
 - D. Pur Vida Bracelets/Spirit Socks (Laura)**

Information

 - Arrived and online in the Shark Store!
 - E. AZ Ice Event - April 1, 7:30-9:30pm (Hayley)**

Information

 - Great turnout, PTO raised: \$208
 - F. 6th grade lock-in - April 22, 11:00pm-7:00am (Hayley)**

Information

 - Elevate Air Park, \$25 per person
 - Information has been sent to 6th grade families. Physical flyers will go home with students 4/21

Action

 - Create chaperone agreement form (Hayley/Sam)
 - G. Website Update**

Information

 - Minutes and Agendas need to be updated each month for public access

Action

 - Upload September - April Minutes (Tina)

H. FunRun Incentives (Laura/Sam)

Information

- Online vote held to approve increased teacher incentive totaling 10% of total monies collected by each class, not amount raised.
- Approved 4/3 12pm with 7 yes, 0 no, 4 abstain
- Additional checks were written and distributed to teachers

Actions

- Coordinate grade level incentive prizes with team leads (Laura/Sam)
 - Ice cream - 3rd, cookies - 4th, popsicle - 2nd

I.

VII. Recurring Business (10 minutes)

A. Otter Pops - 10am-1:30pm

Information

- 4/27 (6th), 5/11 (gifted), 5/25 (pto)
- Restocked 1000 Otter Pops on 4/8

Action

- Sign up for Otter Pop time slots as available at bit.ly/otterpops21

B. Coffee Truck - April 29, 7-9am

Information

- Coffee truck will be on campus on the soccer field

Action

- Please remind teachers to send out information to parents regarding Otter Pops and Coffee Truck

C. Shark Store

Information

- All inventory is updated in the Shark Store

VIII. New Business (15 minutes)

A. Celebration of Leadership - May 15, 4:30-7:30pm

Information

- Selling Shark Store items and passing out PTO information
- Volunteers needed to set up at 3:30, and work 1 hour shifts.

Action

- Sign up at bit.ly/CHP050522

B. Pastries with VIPS - May 13, 7-8am

Information

- Update from Krissy on:
 - Pastries/Beverage Vendor
 - Facilities request/admin approval on Thursday set up
 - Volunteer signup form
 - Shark Store sales during event
 - New event banner design
 - RSVP link?
- Flyer has been created and sent to admin for distribution

Action

- Promote on social media (Krissy/Sam)
- Print and distribute paper flyers by 5/4 (Krissy)
- Petty cash for Shark Store cash box? (Sam)
- Submit banner for production (Sam)

C. Board Elections - May 10, 5:30pm

Information

- Elections will be here before we know it! Voting is required for all positions.

Action

- Waiting on 2 current members to notify of their intent for next year. Email yourchaparralpto@gmail.com to indicate if you are interested in being on the board again next year-and in what position(s) so we can begin recruiting/marketing accordingly.
- Print and distribute teacher nomination letters 4/20
- Print and distribute self-nomination packets by 4/20

D. Super Shark #4 - May 20

Information

- Names and shirt sizes due from teachers by TBD (Alexis Meyers)

Action

- Review shirt sizes and confirm inventory
- Fold/roll shirts, label with students name and teachers name, deliver to front office by date provided by Alexis Meyers (Krissy)

E. 6th Grade Clap Out - May 27, 1:00pm (Hayley)

Information

- School-wide send off for 6th grade students
- PTO provides decorations for parent photos/clappers to teachers and staff

Action

- Complete facilities request (Hayley/Sam)
- Confirm clapper inventory (Hayley)
- Order any necessary decor/balloons (Hayley)
- Create promotional flyer and promote on social media by 5/9 (Hayley/Sam)
- Print and distribute flyers by 5/13 (Hayley)
- Volunteer signup for decorations?

VII. Board Remarks and Future Discussion Items (5 minutes)

VIII. Adjourn Meeting - Next meeting May 10, 2022 at 5:30pm - location LRC