



May 2022 PTO Meeting

May 10, 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. Voting Items (20 minutes)

A. Board Elections (Sam) - 15 minutes

Information

- In the instance of a tie, admin will have the tie-breaking vote
- New board will take office effective June 1, 2022

Action

- Vote via secret ballot forms
- Current board members set up a meeting with your incoming board member counterpart by June 15 to train/transition the role.
- Meeting with governing board: Tuesday, May 17 at 6:00 pm.
 - Newly elected PTO boards meet with attorney with Udall Shumway to understand guidelines and begin necessary tasks to be recognized by the Governing Board in time for the new school.

B. Water Fountains from Boosterthon (Sam) - 5 minutes

Information

- Quote has come back in from Global Industrial
- It is \$9,655.65 for 10 Water Fountains and Installation.
- PTO initially discussed (no official vote noted in minutes) a budget of \$5k-\$7k.

Action

- Vote to approve a budget NTE \$10k for 10 water fountains
- Vote to receive a revised quote for 5 water fountains, leaving 1 regular and replacing lower fountains with refillable stations

VII. Old Business (20 minutes)

A. 6th Grade Lock-in (Sam)- April 22 - 5 min

Information

- Huge success!
- Students feedback is to continue hosting

B. Teacher Appreciation Week (Sam) - May 2-6 (Krissy) - 2 min

Information

- Thank you to all of the board members who volunteered to make this event a huge success!

C. Pastries with VIPs (Krissy) - May 13 7-8am - 5 min

Information

- Logistics update

Action

- Promote on social media
- Copy and distribute flyers
- Ask teachers to send information in emails to parents

D. Kindergarten Playground (Sam) - 3 min

Information

- Waiting on estimate from Play it Safe
- PTO initially discussed (no official vote noted in minutes) a budget of \$10k-\$15k.

Action

- Review estimate and present to board for official budget vote.

E. Website Update (Sam) - 2 min

Information

- Minutes need to be updated each month for public access, we are all caught up!

Action

- Upload May Minutes (Tina)

F. FunRun Incentives (Laura/Sam) - 3 min

Information

- Grade level incentives are pending dates from team leads

Actions

- Purchase items once team leads reply party dates

VIII. Recurring Business (5 minutes)

A. Otter Pops - 10am-1:30pm (Sam) - 3 min

Information

- 5/11 (gifted), 5/25 (pto)

Action

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

B. Coffee Truck - May 20, 7-9am (Sam) - 2 min

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

IX. New Business (10 minutes)

A. Field Day - May 19 (Sam) - 5 min

Information

- PTO will be providing Otter Pops for all students

Action

- Vote to approve a budget NTE \$75 to purchase 1000 Otter Pops
- Purchase Otter Pops pending approval

B. Super Shark #4 - May 20 (Sam) - 2 min

Information

- Names and shirt sizes due from teachers by May 9th (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)

C. 6th Grade Clap Out - May 25, 1:00pm (Hayley) - 5 min

Information

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

Action

- 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

D. Earmarks Spending - May 25, 1:00pm (Sam) - 3 min

Information

- Earmark reimbursements are due May 25, by 1pm
- Earmarks will be reset and additional funds will be distributed back to PTO general fund on May 26.
 - Exceptions: LRC, Kindergarten playground, Angel Action, LEAT, STUGO, Stock the Lounge, Classroom Maintenance, Boosterthon, Helping Hands
 - These funds were either provided by independent fundraising, voted on or donated directly for this purpose

Action

- Collect reimbursement forms and distribute checks accordingly

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

VIII. Adjourn Meeting - June - TBD by incoming board