



May 2022 PTO Meeting

May 10, 2022 5:30pm • LRC

I. Call to order-5:30 pm

II. Approval of Minutes- 8 yes votes and 0 no votes

III. Parent open forum (5 minutes)

-There were some concerned parents discussing their frustrations that they were not allowed to vote in the PTO election. The President explained the current bylaws and why it was only members that would be voting in today's election. She invited these parents to come to future meetings to discuss possibly revamping the bylaws so that parents would be allowed to vote in PTO elections, since this is something that is a process and can't just be changed on the spot in one meeting. Miss Hanson explained that the bylaws have been the same for all 9 years that she has been principal, but of course is open to future discussions and parent feedback if people would like to fill the open positions still needed for PTO's upcoming board or have parents attend meetings to discuss possible changes in the 2022-2023 school year. These parent concerns and frustrations are noted and acknowledged.

IV. Admin update (5 minutes) Testing week went well and they had a great attendance rating. The kids loved the snacks that PTO provided throughout the week! Celebration of leadership had an excellent turnout and was a huge success. Pigs have been kissed and was so much fun! A video will be shared shortly with the community. Teacher appreciation week was wonderful and the staff loved everything! Great job Krissy and all who helped with this team effort to show some love to the Chaparral Staff!

V. Financial update (5 minutes)-Samantha, President, got all the earmarks corrected and balanced up through April. Earmarks need to be updated for May still, since some teachers still need to submit their receipts for this current school year. There are some earmarks that need to be spent this year, because they do not roll over. Krissy Black requested a "Stock the Lounge" separate earmark that can also be rolled over into the next school year.

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-Krissy Black withdrew her name for the position of President before the voting began. Everyone on the board voted via secret ballot. Admin counted the votes up.
- Current board members set up a meeting with your incoming board member counterpart by June 15 to train/transition the role

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-A detailed debate and discussion ensued about the water fountains-The vote of NTE \$10K for 10 water fountains to be installed in several areas of the school passed with 7 yes votes and 0 no votes
- 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 - April 22 (Sam/Hayley) - 5 min

Information

- Huge success!
- Students feedback is to continue hosting-Some parents stayed for the night too so thank you parents!

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

Information

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

Note: Sam said she would check what the total was for the parent lunch donation amounts is and let Krissy know. Everything was a huge success and much appreciated. Krissy sent thank you letters to all of the places that donated. We came in under budget as well, since we had a great deal of donations from the community as well as parents!

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

Information

- Logistics update

Action

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

Notes: New Banner is in and it looks great! Pastries are coming from Sam's Club and Chartwells is doing the beverages. Chartwells is severely understaffed and needs as much help as they can so Krissy recommended possibly doing a little signup for parent helpers to go in and help in the cafeteria.

B. 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.

C. Website Update (Sam/Tina) - 2 min

Information

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

Action

- Upload May Minutes (Tina)

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

Information

- Cookies (4th) May 13 @1:30
- Popsicles (2nd) TBD
- Ice cream (3rd) TBD

Actions

- Purchase items once team leads reply with party dates-Sam is working on getting the party dates set and getting items for these!

I. 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

II. New Business (15 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-7 Yes Votes and 0 No Votes for this

- Purchase Otter Pops pending approval

B. Super Shark #4 - May 20 (Sam/Krissy) - 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)

Notes-still waiting on a few teacher's selections-Krissy to let the board know if she wants help rolling shirts and a few board members said they can roll some at home for her if she needs help

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

Information

- School-wide send off for 6th grade students

- PTO provides decorations/photo wall for parent photos/clappers to teachers and staff

Action

- Order balloons/banners (Hayley)

- Print and distribute flyers by 5/13 (Hayley)

- Volunteer signup for decorations (Nikki)

Note-a parent offered to donate all the balloons for the event and some board members offered to help with blowing them up and tying them-we also want to try and let parents know that the clappers are not meant to be taken home that day

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)

\$203.25 was approved with 7 yes votes and 0 no votes for Owl Pellets to be purchased for Science Campus so that each student will have one pellet to dissect for this great activity

Tina Wojciechowski thanked everyone for being such a great team and plans to take this upcoming year off from the board after being a member for 3 consecutive years, but plans to still volunteer often and donate items, etc.

VIII. Adjourn Meeting - June - TBD by incoming board-Meeting Adjourned at 6:40 pm