

## **PTO Meeting Minutes<sup>1</sup>** **September 13, 2023**

Attendance: via Zoom: Christi, Niku, Veronica In Person: Eden, Dr. T, Sara Pruett, Batia, Steigerwalt, Viral, Macey, Kelly K, Katie Philips, Sara Reed, Barbara

### Principal Update (Dr. Toney and Sara Pruett)

- Pastries with Parents this Thurs and Fri
- Pik-My-Kid - Running well, may dismiss a little earlier for walkers
- Grandparents/Grand Friend's Day - big success - polaroid film \$500 - ask teachers if we want to do again
  - Sold out on shirts
- Clarify Ms. Green's role in painting of hallways
  - District only paints in white, Dr T wants the color to help with new kids finding correct classrooms
  - Took her a month to do in June
  - Need to find an acceptable amount of honoraria for her
- Coffee Talk - parents want to know the ins and outs of PTO membership, as well as committee involvement
  - Important to get messaging out
  - PTO Rep needed to be at next Coffee Talk **or** Open PTO meetings for ed
- Aiming to get STEAM certified via State by this school year (more rigorous)
  - Need to address Cognia feedback to achieve this
  - Once certified, we are held accountable to continue the standards
  - Ask is about \$22k
- Sidebar -PTO needs to consider money set aside for next year
- Literacy - Katie has asked to have some local authors to visit
  - Literacy Night for Book Fair
  - Media Center Collections - aging materials, so there may be an ask
    - Bookdrive considered - but it can't be actual consumer books - must be library bound books
    - "Take a Book Buy a Book"

### Co-President Update

- Coffee talk last week - need for explanation of PTO vs PTA
- Schedule a meeting with all PTO members to discuss any questions/concerns

### STEAM night and Enrichment update (Kelly D and Nina M)

- PTO volunteers for the evening to help with PTO table
- General volunteer list has been updated

### Co-Treasurer Update (Viral and Kelly K)

- Updating Quickbooks

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<sup>1</sup> Add Kristen Katie to Slack

- Waiting on \$10k from partners
- If there's an net positive budget for this year, there are ways to vote on how to pay for additional asks (ie the Media Center, etc)
- PTO Ultimately needs to decide what is an appropriate amount to keep in reserves
  - Can we set aside money to continue to add to reserves
- Are we able to set up cashapp or Zelle? - answer: working on it

#### Fun Run and Playground (Batya)

- Fun Run and of Oct
  - Tshirts ready, Booster is helping with community engagement, incentives for fundraising that are class-based
- APS came out to determine storm drains are backed up - waiting on more for Playground

#### Communication - Christi

- Membership Toolkit
  - Less enthusiasm bc membership required, so it doesn't replace anything
  - It could work well for PTO needs
  - Putting it off
  - Looking at HubSpot next
- Quarterly communication (via SPARK-e) outlining how PTO money has been spent.

#### Swag Update (Kati Phillips)

- Yeti cups are ordered and on the way
- Online option for purchases being worked on
- Additional storage needed for merch
  - Maybe attic or Hersh House

#### Teacher appreciation and Room Parent update (Kati and Barbara)

- Requests for more PTO budget and transparency
- Room parent roles - they are dividing the work loads
  - Reducing the number of parties, to maintain educational integrity
    - Educational events are great

#### Teacher Update (Katie Steigerwalt and Macey Howard)

- Sunshine Fund for teachers - money housed, but not PTO responsibility
- Number of teachers that have joined PTO: 40+
- Ms Bradford - Balance & Educated nonprofit
  - Self care appreciation workshop for teachers
    - Asking for help with about \$200 in supplies
  - Take from Sunshine
- SPARK Supporters update - Sara R.

- October 4 Sweet Auburn Dine Out with 15% sales to SPARK
- All Fired up Dec 1 with 20% sales to SPARK
- Highland Books shopping days possible - link to Media Center collaboration or teacher recommended books

#### Membership - Sara Reed

- Approx 1/3rd membership

#### Round Robin

- Business Partners - Elise
- Winter Fest - Parade!
- IPNA - meeting on Sept 13th - Veronica
- VHCA and VHBP- Paper Lantern project for Winterfest (first week of November)
- Dedicated PTO Space within SPARK
- Upcoming dates
- Steam Night, Sept 21, 4:30-6:30 pm
- Teacher B'fast Sept 22
- Midtown Cluster Night Football Game September 14th