

President: Janelle Nichols

1. Introductions - all attendees in attendance of training meeting
2. Role Updates and Reminders - all positions have been filled
3. Follow Up from PTO Training Meeting
 - a. Please do not forget to fill out activity request forms for any upcoming activities so that they can be added to the calendar
 - b. Reviewed updated PTO Events Calendar - several changes/updates and a revised calendar will be sent out with the minutes
 - c. Possible suggestion - PTO have a separate weekly newsletter for which a link is listed in all school newsletter
 - d. Print a flier of important dates to be included in Thursday folders
4. Committee Reports
 - a. Ben's Brigade
 - i. First meeting end of August, smaller in attendance than expected (held at Max's Taps outside on the patio)
 - ii. Reviewed calendar for the year
 - iii. Pints with Principals Event - invite the principals out to join in meeting
 - iv. Huge help with Movie Night - thank you!
 - b. Teacher Appreciation
 - a. Professional Development Day - Starbuck's for the teachers, purchasing their individual drinks (September 20)
 - b. Robek's juice and avocado toast was also a huge hit with the teachers - thought for future events, possible Spring Event
 - c. Cafe Rio for teachers at Back to School Night
 - d. Working with Sage for Parent/Teacher Conferences - Zelles and Qdoba sponsors and good options
 - e. Possible donations from the Baking Committee to accompany sponsors/ideas for teacher appreciation
 - f. Set a date for Support Staff Appreciation Event/Day - October suggested after Fall Break or November with a "thankful theme" (to include front office, support staff, aides, library, lunch staff, specials)
 - i. Friday, November 15th - date selected for fall

- ii. Friday, March 7th - date selected for the spring
- a. Uniform Buy Back
 - a. Trying to come up with a different system for uniform donations
 - b. So many donations are received and cannot turn them around into sales fast enough
 - c. Designate a day after school, whether it be weekly or monthly, that the uniform inventory is out on display for families to go through
 - d. Will setup tables at Parent/Teacher Conferences
 - e. Offer ideas/suggested donation amounts for families that take uniforms

Vice President: Andrey Flanigan

1. Volunteers of the Month
 - a. Jeremy Zobjeck - selected for the Gelato gift certificate
 - b. Noah and Jenn Borstadt - selected for the parking spot
 - c. Teacher Birthday Gift Cards have been increased from \$5 to \$10
2. Directory Spot - opt out deadline is September 28, once period ends can begin to add new families and update current information

Secretary: Kelly Dees

1. Conflict of Interest Policy
2. Communication & Conflict Resolution Policy
3. Vote Log Review
 - a. Approved 2024-2025 Budget presented by Christiana
 - b. Approved purchase request from technology teacher for a coding project, \$541

Treasurer: Christiana Sparks

1. 24-25 Budget - Approved and has been emailed to all that have a specific budget
2. Month to month changes
 - a. Sponsorships collect \$19,500 thus far
 - b. Kroger Reward Certificate for \$2,300 (usually submitted quarterly)
 - c. Movie Night netted \$1,800 compared to two years ago at \$800
 - d. Spirit Rock collections \$1,300 thus far
 - e. Uniform Donations collected \$760, \$800 last year
 - f. Expenses paid out - Back to School Night with Cafe Rio, smoothies for teachers, and taxes

3. Bank Balances

- a. checking account - \$63,467
- b. savings account - \$27,828
- c. total - \$91,295

Social Coordinator: Ewelina Chrzanowski

1. Franklin Fest

- a. In desperate need of volunteer help!
 - i. Grill cleaning the morning before
 - ii. Sign Up Genius has been distributed for help with registration, inflatables, cake walk
 - iii. If volunteer hours complete before September 21 - entry will be complimentary
 - iv. Will be doing a cook-out for food and need help serving the food, Monte and one of the Assistant Principals will be cooking
 - v. Working to coordinate sponsors and their involvement
 - vi. Will work to get Room Parents to send out emails to classes about volunteer support for the event
 - vii. Will work on a separate designated email for Franklin Fest

Fundraising: Erin Wiley

1. Movie Night Update

- a. 93 families signed up for the event
- b. Popcorn machines running from 6:15 - 9:00 pm!
- c. Overall the event was a success
- d. Work for future years to distribute sound a bit better

2. Committee Reports

a. Spirit Wear

- i. First store delivered last week - 159 order passed out
- ii. Second store closed on Sunday - 142 orders
- iii. For the year over 300 orders and \$4,400 in fundraising dollars earned
- iv. Next store will open in November with delivery before the holidays and will open one store in the Spring
- v. For future stores will hand out at Parent/Teacher Conferences instead of delivering to Classrooms

b. Spirit Nights

- i. For August - Shake Shack Spirit Night \$359.43
- ii. For September - Rapids Tickets (drone show) - only 40 tickets sold so far, \$200 thus far for fundraising dollars

- iii. For October - looking at Qdoba for October 7th or 8th, 8th the favored date
- c. Sponsorships
 - i. 32 Sponsors (18 early bird sponsors) so far, \$26,600 in total (to include early bird fees and additional donation specifically for Franklin Fest)
 - ii. Bronze Sponsorship dollar amount increased from \$250 to \$300
 - iii. Current List of sponsors will be sent out with meeting minutes to outline levels and sponsors in each
 - iv. All but four sponsors returned from last year, some increased their sponsorship levels as well
 - v. Cassie has outlined opportunities for sponsors in more detail and distributed it to them
 - vi. Cassie will be working to get contact information to PTO Members for sponsors that want to be involved in specific events
- d. Spirit Rock
 - i. Only 17 spots remain for the year
 - ii. Idea of using a sheet to cover the rock, especially in the winter (Gen Townsend has dimensions that can be used for the sheet and will share them)
- 3. Spring Fundraiser - BENefit Bash (Saturday, March 8 at the Cielo in Castle Pines)
 - a. Committee/Volunteer support needed for design support and sponsorship procurement
 - b. Will be Italian/Tuscany Themed Event
 - c. Fundraising Goal around \$60,000
 - d. Caterer being finalized for buffet dinner
 - e. Finalizing selection of auctioneer
 - f. Vanessa working on Save the Date artwork for distribution in newsletter in the next two weeks

Room Parent Coordinator: Amy Marks

- 1. All Training complete and all spots are filled
- 2. Great Group of parents this year!
- 3. Email sent to all Room Parents to verify all Room Parents have reached out to their teachers and obtained class rosters
- 4. Working on the Halloween email templates



Other Business:

1. Designated parking spots are being used by unauthorized users - additional verbiage on the signs or use road cones to block the spaces

Next PTO Meeting: Wednesday, October 23 at 6:30 pm