

Soaring Hawk Elementary School
PTO Meeting Agenda
Wednesday, April 22, 2020



Meeting called to Order: 2:10pm
Number Present: 20
Board Members Absent: 4

Welcome, President's Report, Aurora Milstein (20 minutes)

- Nominations and Elections for 2020-2021 Board Positions
 - President : Nominee - Kimberly Kolbe
 - Kimberly has 2 kids at SHE and is currently the PTO Treasurer.
 - **Voted favorably by unanimous vote**
 - Vice President : Nominee - Erin Finnin
 - Erin has a 3rd grader and 6th grader. Her family moved to SHE in December. She served on the Board as president at a previous school in Phoenix
 - **Voted favorably by unanimous vote**
 - Secretary : Nominee - Tami Morling
 - Tami has two kids at SHE. She is a frequent volunteer with PTO and at SHE and is great at administrative tasks.
 - **Voted favorably by unanimous vote**
 - Treasurer : Nominee - Annaliese McLean
 - Annaliese has a 1st grader and a 5th grader at SHE. She served as a secretary on Board at previous school in Wyoming and she is looking forward to getting involved at SHE
 - **Voted favorably by unanimous vote**
- Play it Forward Online Silent Auction
 - The Online Auction is tentatively for August 10 - August 14
 - This will be the first full week back to school
 - The classroom baskets that were put together will be available to be viewed at Back to School Night (tentatively scheduled for August 5).
 - It will be lower pressure. We ended the year with fewer expenses, so we will have no problem carrying over our minimum of \$5,000, and our current budget status will allow us to be able to have the necessary funds for expenses at the beginning of the 2020-'21 school year.
 - We feel this would be a good date because it will allow us to auction parking spots and get the donations that we received this spring to our families.
 - We will be having our Soaring Hawk Scramble on August 27, but we always hope that this fundraiser is largely driven by extended family and friends (donations from grandparents, neighbors, etc).
 - We recognize that this does interfere with the dates we have used for Flamingo Flocking the past couple of years- we are considering moving Flamingo Flocking to September. Catherine is busy at that time of the year, so we will look for more people to support Flamingo Flocking.
- Soaring Hawk BINGO
 - Keep your cards! We will honor the cards with rescheduled events through December 2020. If there is an event that has not been rescheduled (e.g.: Light the Night), you can cross it off and have a freebie.
- Signs for 6th Grade
 - PTO contributed to the purchase of signs that have been placed in the yards of our SHE 6th graders. PTO had planned on subsidizing the 6th grade International Town Field Trip this spring- funds intended for the field trip were used to pay for the signs. The remaining amount was paid for by non-PTO funds saved for continuation.
 - This is something that we are hoping to continue with future SHE 6th grade classes.
 - It was mentioned that one sign is in the incorrect yard, and volunteers will make sure that the sign gets to the right house.
 - Thank you to Monica Kopp for spearheading this idea, and for all of the volunteers who have helped place signs. Discussion included how much the families appreciated this gesture and thanks was given to PTO and the families involved.

- The school is hoping to put together a photo collage with pictures of all of our 6th graders next to the signs. If you have not already, please send a photo of your student next to his/her sign to Mr. Roberson.
- Plans for a get together party this summer, depending on guidelines suggested by the District and state. We want this to be a big party so people have a chance to get to see each other. If we are not able to do this over the summer, we will plan this even to be held in conjunction with Back to School Night.
 - We are looking at having bounce houses and purchasing Kona Ice for our SHE students.
 - Possibly having food trucks at the event.
 - Classroom baskets will be on display at our back to school night.
- Pastries with Parents : We plan to have this as a welcome back in the fall. Date to be determined.
- Join Douglas County School District for a town hall conversation about how the COVID-19 pandemic may affect DCSD's budget and finances in the 2020-2021 school year. Thursday, April 23 from 5:00 - 6:00 p.m. The town hall will be streamed live on the [Douglas County School District YouTube Channel](#).
- Staff Appreciation : May 4 - May 8 (*This discussion occurred at the end of the Zoom call, after all SHE staff had left the meeting*)
 - PTO will be sending virtual Amazon gift cards to all Soaring Hawk staff on Monday, May 4
 - We have the letters for "We Love our Staff" to be hung on the fence by the bus loop. We are wanting families to add decorations to the fence during that week. Please be mindful of social distancing guidelines if another family is there at the same time. More information about this will be sent via room parents.
 - We will be sending suggestions to Room Parents with ideas on how we can show our appreciation virtually to our classroom teachers- keep an eye out for further information.
 - We had budgeted to re-model the staff lounge for Staff Appreciation- this will be postponed until we can get into the building.
 - To make sure that all of our staff is recognized we will be doing an "adopt-a-staff-member". Please note that this list does not include classroom teachers, because they will have a room parent coordinating appreciation efforts for them. We are hoping that many of our families will be able to sign up to let our staff member know just how much we appreciate them. Discussion of this topic centered on making sure we we have all the people who help at SHE, including all nutrition service staff. We are hoping to also find the information for the people that clean the school at night. If we can, we will add them to the document. We are also checking with preschool parents to make sure that preschool teachers are covered. Please sign up to adopt a staff member by using the following link: https://docs.google.com/document/d/1O7MSifqZOJk6IKrVXD1fnf_5o5aTwd737fyP3WqWnoA/edit

Vice President's Report, Jillian Just (10 minutes)

- Soaring Hawk Spirit Rock
 - We have families that have signed up and paid for the Rock for the last couple of months of school. If you have a spot that has fallen in the window from March 14 to the end of the current school year, we will move it to next school year at the same date. Please check your calendar and notify us of any changes that need to be made, such as if next year's date falls on a weekend or holiday. Email Jillian Just at jillianjust@yahoo.com
- Grant Request from Danielle Kolojay and Ryan Stitt for attendance of DyslexiaCon 20
 - 3 day conference - \$998
 - Used for SPED - 50+ students, but will be sharing the learning with classroom teachers and interventionists. This is scheduled to take place the end of November. We acknowledge that things are a bit in question right now with conferences, however we would like to still approve this under this year's budget.
 - **Voted favorably by unanimous vote**

Treasurer's Report, Kimberly Kolbe (5 minutes)

- Vote for approval for transfer of \$10,000 of PTO funds for playground equipment
 - This item could potentially be installed over fall break next year if we are not able to install it over the summer
 - **Voted favorably by unanimous vote**
- Vote for approval for transfer of \$237.25 of PTO funds for the cost for 6th grade t-shirts
 - **Voted favorably by unanimous vote**
- Expenses
 - Box Tops \$28.35

- Parking Signs \$90.26
- 6th Grade Signs \$169.29
- Welcome Committee \$70.99
- We will be moving over a good portion of our funds because of canceled events at the end of the year. A little bit over \$25,000

Secretary's Report, Jamie Schmeets (1 minute)

- Approval of March meeting minutes; approved by Erin Finnin (due to the inability of being able to have a physical copy of March minutes available to meeting attendees, this approval was conducted via email approval from Erin Finnin, who was present at the March PTO meeting).
- Screen shot of Zoom attendees for meeting roll

Principal's Report (10 minutes)

- Coffee with the Principal, Thursday, 4/30 at 9:30 : Zoom Meeting ID: 943 8733 2220 ; Password: 8Zacu6
- Feedback on communication : These are different times and we still do not have dates or times as to when things will resume with activities. The school will probably be sending another survey to get more feedback on how remote learning is going for families.
- Thank you to the teachers for helping and doing so much work to support the students learning at home.
- He really misses walking the hallways and being able to see kids and staff.
- He is planning on getting together with 6th grade teachers to figure out a way to make continuation work. Nothing solid is planned at this point, but he is planning ideas on how to hold one virtually but ideally would have one in person. He is holding out hope that we can wait and have in person continuation in the summer. There was discussion on possibly having various written plans, such as Plan A, Plan B, Plan C, etc.

Next Meeting will be in May. The date will be determined by outgoing and incoming Board members.

Meeting moved to adjourn at 7:37pm by Catherine MacInnes seconded by Tracy Manning

Upcoming Events

Coffee with the Principal : Thursday, April 30, 9:30 am (Zoom Meeting ID: 943 8733 2220 ; Password: 8Zacu6)

Staff Appreciation Week : May 4 - May 8

Acts of kindness

Chalk art with your kids

Board game night

Family walks

Movie marathon

Kids baking competitions

SHE PTO 2019-2020 Budget		
April 23,2020		YTD Actual
Beginning Balance:		\$15,778.76
INCOME		
School Supply Kits		\$1,525.90
Corporate Donations		\$1,108.00
Hawk Scramble		\$24,364.67
Butter Braids		\$9,921.00
Flamingo Flocking		\$1,311.00
Spirit Gear Sales		\$5,162.78
Spirit Gear Refund		\$365.00
Holiday Shop		\$9,477.31
Spirit Nights		\$947.56
Spring Fundraiser Event (Light the Night)		
Play It Forward Auction		
Box Tops, Coca Cola Give		\$657.73
King Sooper Cards		\$2,363.51
Avid 4 Adventure		
Art Show		\$3,540.00
Spirit Rock		\$520.00
Shopping Extravaganza		
Parents' Night Out		
5th Grade Yankee Candle		\$4,409.00
DCEF		\$175.00
Donation		\$2,000.00
Total Income		\$65,848.46
Beginning of the Year Balance		\$15,778.76
TOTAL INCOME:		\$81,627.22
EXPENSES		
Principal Funds		
Technology		
Teacher Snack Cart		\$1,007.60
Staff Appreciation, Hospitality & Sunshine Committee		\$1,925.00
Welcome Committee		\$192.95
Box Tops		\$86.45
PTO Supplies, Printing & PR, Pay Pal Fees, Credit Card fees		\$1,684.89
Raptor Technologies		
PTO & Community Event Expenses		
Hawk Scramble		\$9,745.87
Book Fair		\$17.24
School Grants		\$1,175.83
Teacher Supplies (\$100 x 40 teachers)		\$3,792.72
Yearbook		
Spirit Gear		\$5,742.62
Holiday Shop		\$6,386.82
5th Grade Yankee Candle Fundraiser		\$1,846.20
Butter Braids		\$3,151.80
Light The Night		
DCEF Assessment (Oct./Nov. statement)		\$791.03
Art Show		\$3,540.00
Popcorn Friday		\$133.37
Avid 4 Adventure 6th Grade Scholarships		
6th Grade International Town		\$406.45
Parents' Night Out		
Flamingo Flocking		
Play It Forward Auction		
Kindness Program		
Spirit Rock		
Staff Lounge		
School Supply Kits		
Assembly/Special Events		\$229.29
Additional Playground Cost 2019-2020		\$10,000.00
Carryover Expenses from 2018-2019		
Total Expenses		\$51,856.13
Income	+	\$81,627.22
Expenses	-	\$51,856.13
Projected 2020-2021 Budget		\$29,771.09