

## PTO MEETING MINUTES - GENERAL (VIRTUAL)

Harloe Elementary School  
August 24, 2022 - 6:45 pm

### **Attendance:**

President:	Samantha Doornbos
Vice President:	Jill Richards
Secretary:	
Treasurer:	Lee Whitmer
Volunteer Coordinators:	Jennifer King
District Outreach:	Jessica Doremus Katy Redmond
Teacher Representatives:	Sandee Sistek
Historian:	Anna Stewart
Principal:	Debra Webster
Members-at-Large:	Linda Rumley Sara Gulino Colleen Elliot

### **Additional Attendees:**

Katrina Pascolla  
Anna Olsen  
Anna  
Eric Lofstrand  
Jean Drummond-Peterson  
Nathan & Abbie  
Michelle  
Kristi  
Brooke Bates  
Nicole DeMatteo  
Lynn Hanson  
Jamiee Collins  
Jess Guzzie

### **Absent:**

Auditor:	Kristen Wallin
Volunteer Coordinator	Tori Perkins
Parliamentarian:	Kelli Johnston
Member at Large:	Lindsey Muhlhauser

**Call to Order:** The meeting was called to order at 6:46 pm by the President, Sam Doornbos. She explained Robert's Rules and how our meetings are conducted. The Board and Chairs/Co-Chairs introduced themselves. Sam welcomed the new attendees.

**Minutes:** A motion to accept May's General Meeting minutes was made by Jessica Doremus and Colleen Elliot made a motion to second. The motion was unanimously approved.

**Principal's Report:** Debbie introduced herself. Appreciates the great support of the PTO. We are on our fifth day of school. Back to School night is tomorrow for 4-6 Grades, K-3 is next week to welcome new parents. We have seen a dramatic shift in the atmosphere around school after coming off Covid last year, which was a bit of a shock to the system for the kids and staff. This year things seem to be going a lot smoother. We finished the rules assembly today. Cafeteria procedure in place - kids are eating inside and out. Really excited to have Sara for our social emotional support. She's fitting right in as if she's a long time fellow employee. The Roadrunner Nest will hopefully be up and running on Monday after they figure out supervision. Dr. Faucet visited Harloe and checked out The Nest today. Ashley Madsen is now the Vice Principal and we are happy and excited to have her here Tuesdays/Wednesdays.

**Treasurer's Report:** A motion to approve the Treasurer's Report was made by Anna Stewart and Sandee Sistek made a motion to second. Motion was approved unanimously. Sam explained that we are also voting to approve the proposed budget for the year. A first was made by Jessica Doremus and Jennifer King made a second. Motion approved unanimously.

**Teacher's Report:** Sandie Sistek mentioned they have two new staff members in 2nd Grade - Mrs. Huynh, who started last year, helping in kindergarten, but now has her own classroom; and Mr. Schmitz. Mrs. Wertz, Mrs. Tabarez and Mrs. Sistek are helping them out with supplies, ideas, etc. She has a list of thank yous regarding the staff luncheon. For example - Mrs. Scudder says the PTO is the best, the lunch was amazing and much appreciated. Many other teachers commented on it being healthy, delicious and beautifully presented. Mrs. Sistek, who doesn't even drink coffee, got hooked on the chocolate coffee treats. They appreciate the food and say thank you. It's going to be a great year.

Debbie added there is a new PE teacher - Sara Clarin and PE assistant - Michelle Cavaletto, a new Secretary - Chantelle Holly, (Anna is now in Renee's previous position), and Mrs. King moved to intervention. Hiring another PE I/A, hopefully next week. Congrats to Anna in her new position, she's doing a great job!

### **New Business**

- a. New Secretary Appointment (vote needed) - Our previous secretary, Rachel Cogley is home-schooling, and no longer at Harloe. We wish her all the best. Sam made a motion to appoint Linda Rumley as the Secretary of the Board. Linda is currently a Member at Large, and also does the bulletin boards around campus, our website, Facebook and Instagram. Motion Accepted to appoint Linda Rumley as the Secretary. Motion Approved.
- b. Chair Positions (Sam) - So happy to see all the new faces, explained there are many ways to get involved or donate - if you have artistic ability, an hour on the weekend, online, email, grant writing, etc. We would love to have you join our team. What is great about a PTO is that all parents are automatically PTO members. All the fundraising we do goes directly into the school. Our mission is to make sure we are challenging, inspiring, and giving the kids the best enrichment that we can, as well as a thriving learning environment.

A new Volunteer sign-up form will be on the website so we have a committee base to pull from. We have chairs for the various events and coordinate volunteers for the day of, etc. Paper flyers should go out next week through the students.

Need a Math Night Co-Chair to help with our in-person event. We have upper and lower math games, activities, challenges, Pi number challenge, etc.

Our Harloe Spring Event is the Harloe Auction. We need two Auction co-Chairs for our Online Auction (unless a team is built in the next couple weeks for an in-person event, which is a fun Adult Night-Out event). Based on the number of volunteers at this point, we will be doing it online.

Winter or Holiday Shop is an idea for December - gives students an opportunity to buy gifts for family/friends - we have a Chair, we need Co-Chair

Need Diversity Chair - Michelle Rogers, who did it previously has stepped down. She was very passionate about what she did and has a whole shared file that can be shared with someone interested. We did an Ofrenda workshop, Cooking Night, Hula Video and other things to have students learn about different cultures.

As with all of our events, even with a Chair and Co-Chair we need support to help with all the different activities and events: Fun Run, Red Ribbon Week, Holiday Shop, Margaret Harloe Day, Read Across America, Math Night, Harloe Auction, Goodwill Trailer, Staff Appreciation, and year round events - Bulletin Boards, T-Shirts, Book Fair, Beautification Committee, Diversity Committee, 5th & 6th Grade Activities, Garden Club, Yearbook Committee, Talent Show and last minute Volunteers that are needed. Many PTO members with older students will be moving on and we want to continue the momentum in making sure this all continues for our students.

Co-Chair needed for Talent Show

Open for questions. No questions asked.

Please let us know if anyone is interested or has questions by emailing Sam: harloepresident@gmail.com, our volunteer coordinators through the website.

- c. Math Night Date Change March 14 (vote needed) - The chair and teacher rep thought it would be great to move to a Math Night this year in March to line up with Pi Day. Motion approved to move Math Night to March 14th.
- d. Fall Event - Harloe CarniFall Sept 30 (Katy/Jill) - Planning the carnival, which is the only and last 6th grade camp fundraiser for this year. Teachers moved camp from late in the year to November 1st. So we are quickly fundraising and hoping for a really big event. So far, we have 20 game booths planned, sell concessions, temp tattoos, balloon artist. We will be talking to 6th grade parents at Back to School Night to get everyone on board. Need an army of volunteers to help. Sign-up genius going to 6th grade parents and the board, everyone is invited to volunteer. Raiding the PE closet for some random things for the games, but need a few additional supplies: *Large-Adult size inflatable pool rings, 4-6 small plastic fish (or other sea animals)-has to fit in the bottom of a solo cup, spare thin plywood, single hole punches (we need 20!), Volunteers to help run booths, bags of individually wrapped candy (we need roughly 20,000 pieces)*

Also, if anyone knows of a business interested in sponsoring a booth, email Katy Redmond: pandacp7@hotmail.com. They will be pre-selling wristbands and dinner tickets on the PTO website and at the door. Games for kids of all ages and it's open to everyone. Please spread the word!

(Katy mentioned Gold Day date may need to be updated to the Thurs before)

- e. Harloe Spirit Wear Update (Brooke) - Proposing phasing out the Collegiate wear and moving to an outline Roadrunner style (email with pic was sent to the board). Deadline mid Sept for a bulk order. Collegiate wear and baseball tees will be phased out, since they are not the hot sellers. We will offer red shirts with a yellow logo and gray with a red logo. Proposing discounting current inventory of items that will be phased out to make room for more inventory. Softer variety is now available for the t-shirts, which is what we will move to. Shirts will be out at the Back to School Nights to share the sizes that will be offered online. Reach out to Brooke with any questions and Sam will follow up with the Board.
- f. Goodwill Trailer Dates (Nicole) - Reached out to Goodwill this week, Goodwill trailer parks for 2-3 days in the Harloe Parking Lot (one day during Covid). Last year we brought in about \$1000. At this point all of Spring is open, so either before or after Spring Break April 1,2 or April 29,30th is the thought. Anna said Spring Break is 4/10-14. She votes for the beginning of April. And after discussion and based on other events happening around that time and end of year activities, the first week in April sounds like it would work better. Motion approved to do the Goodwill Trailer on 4/1-2 along with the Children's Resource Network clothing Drive the week leading up to that.  
Sande mentioned the Children's Resource Network Bin is very full. Nicole said she'll be getting a key to help them out.

### **Old Business**

- a. Garden Update (Sam) - We will be getting a Garden Educator this year on campus. Yay! They basically have an outdoor classroom and will schedule time with the teachers to come out with students of all grade levels, there are 2 garden working days a year, there will be a cook and eat after school program, virtual cooking night with items from the garden, and a farm stand as well. It will also be paired with the Botany and Builder's Club, as well as parent volunteers who help to maintain the space. The garden was started by Layla Saheb with the X-grant she received. There have been three families that have really been helping to maintain this space and it's great for the students. Sergio, our new Garden Educator, will start in September. He will start walking through and creating a program. We'd love to continue this as well as the music and art programs as we move away from so much being online due to Covid.

### **Announcements**

- a. 8/25 Back to School Night 4-6 - PTO tables will be out!
- b. 8/30 Back to School Night K-3 - PTO tables will be out!
- c. 9/1 Volunteer Meetings (Cafeteria 8:30am/6:30pm) - great information for volunteering in person and getting fingerprinted. TB clearance drop-in on 9/2 at a separate location
- d. 9/2 Principal's Coffee - Mrs. Webster will try it again, but not many families showed up last year. It may not continue in future, but will stay on the calendar for now and see what happens.
- e. 9/2 Minimum Day
- f. 9/5 Labor Day - No School
- g. 9/7 Chipotle Spirit Night
- h. 9/13 Picture Day
- i. 9/14 Minimum Day - incorrect date - delete
- j. 9/15 Picture Day
- k. 9/15 PTO Meeting (virtual) Board 6pm, General 6:45
- l. 9/12-16 Math Week (vote to change to March 14 "Math Night") updated
- m. 9/26-9/30 Gold Day Celebration (Staff/Teachers) - date needs to be updated

n. 9/30 Fall Event (CarniFall)

Mrs. Sistek asked about the PTO calendar. Sam said it was sent with the Harloe Welcome Packet, but we will need to get updated in the next week or two with Picture Day and other things happening.

Open Forum (3 min) - no comments. Sam thanked everyone for being there. Hope to see you at the next meeting, she will be at the Back to School Night PTO table, we will also be at the Back to School Night next week, and the upcoming volunteer meetings.

### **Meeting Adjourned at 7:44pm**

#### **Handouts/Attachments**

- August PTO Meeting Agenda - General 8/24/22
- Budget 2022/2023
- PTO General Minutes 5/12/22

#### **The official 2022-2023 board**

President: SAMANTHA DOORNBOS

Vice President: JILL RICHARDS

Secretary: LINDA RUMLEY

Treasurer: LEE WHITMER

Auditor: KRISTEN WALLIN

Volunteer Coordinators: TORI PERKINS / JENNIFER KING

Parliamentarian: KELLI JOHNSTON

Historian: ANNA STEWART

District Outreach: JESSICA DOREMUS / KATY REDMOND

Teacher Representative: SANDEE SISTEK

Member At Large:

Seat One: COLLEEN ELLIOTT

Seat Two: SARA GULINO

Seat Three: LINDSEY MIHLHAUSER

*Submitted by Linda Rumley, Member at Large*