

PTO MEETING MINUTES - GENERAL

Harloe Elementary School
March 16, 2023 - 6:45 pm

Attendance:

President: Samantha Doornbos
Vice President: Jill Richards
Secretary: Linda Rumley
Treasurer: Lee Whitmer
Auditor: Kristen Wallin
Volunteer Coordinators: Tori Perkins
Jennifer King

Parliamentarian:
Historian: Anna Stewart
District Outreach: Jessica Doremus
Katy Redmond
Teacher Representative: Sandee Sistek
Members At Large
Seat One: Colleen Elliot
Seat Two: Sara Gulino
Seat Three:
Seat Four: Ashley Malan
Principal: Debra Webster

Absent:

Lindsey Mihalhauser
Kelli Johnson

Additional Attendees:

Cameron Allen
Jean Drummond - Peterson
Ashley Madsen
Heather Ortego
Jackie Schwind
Laura Takahashi
Angelica Miranda
Anna Chapman
Hannu Aukia

Call to Order: The meeting was called to order at 7:16pm by the President, Sam Doornbos. She explained Robert's Rules and how our meetings are conducted.

Minutes: A motion to accept January 2023 General Meeting minutes was made by Anna Stewart and Jessica Doremus made a motion to second. The motion was unanimously approved.

Principal's Report: (Mrs. Madson reported) The Talent Show is going awesome. It looks like we'll have enough solo and group acts for the Talent Show. There will be two small performances at the school and the event is happening on April 6th at the Clark Center. If people can pay cash, we would save 3% on credit card charges. Mrs. Sistek added that the opening act is fabulous.

We will be heading into Spring Break the following week, and will start testing for 3rd - 6th grade. Headphones are needed in classrooms. Some heavier duty ones have been purchased, but we will be encouraging students to bring in corded headphones. We will also ask for some snack donations around this time.

County training - PBIS (Positive Behaviour Intervention Support) is a training program a team of staff is participating in. It will give them tools to teach students appropriate behavior on campus, as many of the issues that Mrs. Webster (and Mrs. Madsen) deal with are behavior related. The training focuses on promoting positive behaviors. Roadrunner Rewards is an example, BEEP - Be Responsible, Be Respectful.

Thank you to everyone for being patient through all the rainy days.

Spread the word that TK and Kinder registration is open. More info on the Harloe website. The more kids we get registered, the better our class sizes will be. Early registration informs the district if another teacher needs to be hired, instead of having combo classes. There was a question about whether YMCA will be offered to TK. Mrs. Madsen said TK will have the same schedule as Kinder, and there will be options based on attendance and providing it for the parents that need it. Which classroom it will be held in is not yet determined.

This summer we will have Summer Blast for K-8th grade, which will be run more like a summer camp. This will help those working full time, by providing care for those kids.

Treasurer's Report: We didn't review the Treasurer's Report

Teacher's Report: Mrs. Sistek reported that the Talent Show has been taking over. She really appreciated having this meeting in person.

New Business

- i. Talent Show Request: Sam Doornbos discussed making a motion to bump up the talent show funds from \$2100 to \$2400 to ensure there are enough funds. There is also \$800 that's been set aside for the DVDs, which we aren't doing this year. We may be doing a YouTube link instead. Sam clarified that the Talent Show isn't a money maker. We charge \$7 a ticket to keep it affordable. This cost doesn't cover the Clark Center rental. The Clark Center doesn't allow us to sell concessions. Nicole suggested a flower booth. Someone would need to look into that further. Someone else mentioned having a silent auction. Sam said she thinks the ones they've had there are specifically for raising money for the Clarke Center. Someone would need to look into that further. Mrs. Sistek made a motion to increase the Talent show funds from \$2100 to \$2400. Anna Steward made a second motion to approve the increase. Motion approved unanimously.

- ii. Recap Coupon Book Fundraiser (Kristen) We made 60% of the \$14815.27 raised. The only thing we needed to help with was providing additional support at our various gates, which was more work than we anticipated, but was still a lot less work than doing an auction. Jean asked if there were any digital coupon options. Kristen said the company we used is a great program with minimal volunteers needed. The company negotiates the coupons, the prizes, were at the gates, etc. Mrs. Sistek suggested getting more 5th grade buy-in. Kristen did try to do that by sending info for teachers to send out, but only one teacher sent the email to her class. It is another topic that will need to be addressed for the future.
- iii. PTO Bylaws Revision(Vote Needed) Sam reported that we have added Co-President and President to the Bylaws in place of it just saying President. Sam made a motion to approve the revision. Jessica Doremus made the first motion and Jennifer King made a second motion to approve the Bylaws revision. It was approved unanimously.
- iv. Margaret Harloe Day Recap (Jess) An activity packet went out, signs were up, all the kids got a stressball basket ball, and things went well.
- v. Math Night Recap (Jean & Lauren) Jean reported that Math Night was a really great event and fun night. A lot of students and parents showed up. About 300 homework passes were handed out! For many parents, it was their first time on campus. The Pie walk was a hit, and there's lots of leftover whipped cream. She's excited for next year, and appreciated it being moved to Pi Day. Lots of kids did the Pi Challenge. Mrs. Lewis and Mrs. Atoigue's classes had the most attendance and will be getting a pizza party.
- vi. Good Will Trailer, CRN Update (Nicole) Please get the word out to the community. Hang fliers and forward the information. Let her know if you would like to hang some fliers around town at coffee shops, etc. She just needs a couple volunteers to help the day of, and has the rest covered. She mostly needs help with promotion. Last year we made about \$1200.
- vii. Spring Event Update (Kristen) The Spring Event will be on April 28th. They're still waiting to hear about what food can be served/sold based on District Rules. Sara mentioned it could be due to allergy issues. A discussion was had, but food is still TBD. There's usually a Diversity Table at the event, and Kristen is reaching out to see what type of performers we could get (i.e. Lion Dancers). We did get our Gaming License to do a raffle.
- viii. Spring Book Fair: The book fair will be happening the week of the Spring Event and during the event as well.
- ix. Teacher Appreciation Update (Cam) It will be May 5th - May 12th. They will be sticking to the Camping theme with a salad bar, yogurt parfait, and other things that can last for the week. They will also look into having one of the days catered, possibly wood fired pizza.

b. Old Business

- i. Elections: Sam mentioned there will be many changes to the board next year, including her not being President. It's always good to have new people and fresh perspectives. She's been the President for 5 years, and it's her 12th year at Harloe. We will be looking for a new Secretary, there's a Co-President option now, and we also need someone for Vice President, District Outreach, Members at Large, etc. It's also great for people to move positions within the Board. We all help each other out. We do have a PTO Operations Manual on the Google Drive

that we're working on updating. May General Meeting will be the Elections meeting.

- ii. Open Forum (Q&A up to 3 minutes)

c. Announcements

March

17 Minimum Day

21 Women's History Month Diversity Workshop

24 Harloe Battle of the Books (1:30 pm-3:00 Library)

27-31 Children's Resource Network Clothing Drive

TBA Spirit Night

April

1-2 Good Will Trailer

4 Talent Show (Cast A school performance)

5 Talent Show (Cast B school performance)

6 Talent Show Clark Center 4:30pm cast A, 7pm cast B

10-14 Spring Break

22 District Wide Battle of the Books (Oceano Elementary)

24-28 Secretaries Day/Week (actual day is 4/26/23)

24-28 Multicultural Week with Book Fair

28 Spring Event with Book Fair

TBA Spirit Night Give Back

May

1 Principal's Day

8-12 Staff Appreciation Week (Actual Teacher Appreciation Day 5/9/23)

11 PTO Meeting—General 6:45pm (Change due to open house—Elections)

18 Open House (6-7)

24 Minimum Day

26 Volunteer Tea ?

29 Memorial Day-No School

TBA Kinder Roundup

Meeting Adjourned at 8:06pm

Handouts/Attachments

- March PTO Meeting Agenda - General
- January PTO General Minutes
- January Treasurer's Report