

Heritage Elementary PTCO Board Meeting

July 27, 2023

Meeting Time: 6:00-7:30 p.m. MST

Attendance: Amanda Chafin, Amy Preyer, Meredith Halstead, Debi McDonald, Jamie Simenson, Amanda Maxwell, Meghan Minter

Absent: Nadia Wilson & Amber Jackson

1. **Review Dates** received from School Calendar and add any additional PTCO dates we have booked- including DineOuts, etc.
2. **Meet and Greet-** August 10, 2023 at 4 p.m. (new families) and at 5 p.m. (returning families)- Amy speaking, Meghan, Debi and other board members will volunteer at the table. No fundraising will occur at this event.
3. **Soar Into School-** August 18, 2023 (Amanda & Rachel) Will send out sign up genius for volunteers. Nadia and Amber will staff the PTCO table. Pledge Drive to begin.
4. **Back to School Night-** August 29, 2023 - need volunteers for table- open house feeling, fundraising will occur
5. **Upcoming PTCO Board Meetings and Round Tables** in library
 - a. August 21, 2023 8 am
 - b. September 20, 2023 6 pm and Round Table with Dr. Wallace (possible CCHS Principal coming to speak)
 - c. October 9, 2023 - 8am
 - d. November 15, 2023 6 pm and Round Table with Dr. Wallace (possible CCHS principal coming to speak)
6. **Field Day** October 4, 2023 (school run activity)
7. **Trunk or Treat-** October 27, 2023
8. **PTCO Coin Bank Fundraiser-** October 9-13, 2023
 - a. **Budget for new coin banks:** Discussion ongoing on if existing banks can be used one more year. Exploration of possibility of using paint cans and allowing classes to decorate them.
9. **Scholastic Book Fair** Oct 30-Nov 4, 2023
10. School will now provide security for events
11. **Families in Need:** Blakely working on this- she visited hotels and talked with them about their needs and is meeting with the district homeless liaison.
12. **PTCO Families in Need Pantry-** Amazon Wish List- anyone want to head this up?
13. **Friday Folder** information to Christine by EOD Monday
14. All **communication** with families, Christine to be copied: Amanda C to check with Christine on if she wants all communication or particular communication.

15. All **Newsletter** additions to Christine by EOD Wednesday: PTCO to provide bi-monthly e-mails starting in September 2023 (Amanda M.)
16. **Teacher Spotlight** continues by PTCO- Blakely getting info from teachers and will have it for us to use in the Spotlight so we do not have to interview them.
17. **Planners for 5th grade** are in
18. **Are we doing teacher grants?**: this will be covered by the school budget
19. **Field Day/Run for Funds**- Cecilia is concerned with the Run for Funds fitting in the 10 min timeframe that she has for each station. The reason we are looking at this is because of lack of volunteers. If we can fit it into 10 min timeframe, we should be good to combine. Discussion continued on if these two events should be together or separate. Explore possibility of reducing the number of stations at field day to better staff with volunteers.
20. **Movie nights/School Dance/Culture Fair**/other event ideas: Board agreed that school dance would be nice to have as a give back event. Cultural night should be a school run event. Discussion regarding other fundraising opportunities such as gift baskets for a possible silent auction. Start gathering gift baskets starting in the fall.