

Heritage Elementary PTCO General Board Meeting

January 17, 2024

Executive Board Meeting Minutes

Meeting Time: 6 p.m. – 7 p.m. MST

Attendance: Amy Preyer, Amber Jackson, Amanda Maxwell, Jamie Simenson, Rachel Haeger, Amanda Chafin, Meredith Halstead, Debi McDonald, Nadia Wilson

Parent/Staff Attendee(s): Dr. Blakely Wallace, Monica Garcia West Middle School Principal

Absent: Meghan Minter

A. Welcome/Roll Call (Amy and Meredith)

B. Treasurer Report (Jamie)

1. **Current Budget Report** (appended below)
2. **P&L** (appended below)
3. **5th grade did charitable donation**
4. **TA request** will be coming and one other TA has been hired

C. Volunteer Coordinators (Amanda C and Rachel)

1. **Winter Dance-** Feb 2, 2024 (no outside food or drink so bottled water and snack will be provided)
2. **Gift Card Donations for teachers and staff-** for Blair (gift cards on hand for incentives in \$5 or \$10 increments)
3. **Read for Funds-** March 11-15, 2024
 - (met with 2 mom's from Littleton Public Schools on what they did with utilizing a different platform which includes bookkeeping, PTCO notes, pledge drive, and it has an App. If this was utilized it would be a huge undertaking and it is quite expensive \$695 or so. It comes with a 3% credit card fee that is placed back on the parents. Would have to manually enter 5 years of information into this system if the switch is made)

- Can use current platform to collect the funds at 7%, but there is an option to pay it forward so averages to about 4%. PTCO will run prizes, assembly, talk to the children. Board is in agreement with utilizing this option for the Read for Funds 2024.

4. **Soar Into Summer-** May 17, 2024

- exploring food vendors

5. **Go Pro** was donated to the school or PTCO

D. Communications (Amanda M)

1. **Newsletter-** any additions to Amanda M by EOD Tuesday
2. **E-mails** - Any one-off emails that need to go out to the school have to be approved before sending through Christine
3. **Sunday E-mail** - Dr. Wallace sends out a Sunday email to the teachers so if PTCO has anything for add or showcase, it can be added through this email.

E. Fundraising (Amber and Nadia)

1. **Barre Fundraiser** - Sunday 1/28/2024 (share info with the staff, Dr. Wallace will send out to staff)
2. **Gift Basket Auction/ Silent Auction/ Parents Night Out –**
 - Gift basket Auction/Silent auction might not be able to occur.
 - Parents Night Out with Canvas and Cocktails is a possibility that is still being worked through. 20% would go back. Explore April 17, 24 or 25th, 2024
3. **Coin Drive –** March 25-29, 2024
 - Speak with Ms. Sager about painting paint buckets.
 - Amanda M. is donating the paint buckets (15 classes)
 - Will gage winner based on the weight of coins
4. **Totally Terrific Teacher Time-**

- Teachers turn in information by April 1, 2024
- Tickets on sale week of April 22-26, 2024
- Offer for parents to purchase blank sheets for any students who want to participate but may not be able to afford. Dr. Wallace think about communication on this.

5. **Dine Out Update**- Bad Daddy's hasn't given checks since September 2023-December 2023. Currently at \$1600 that has been given back. (guessing \$2800 more) getting around \$700 from all sales 4-9 p.m.

Upcoming dates:

- January 29 Shake Shack
- Feb 1 Bad Daddy's
- February 28 Chipotle
- March 14 Bad Daddy's
- March 28 Mod Pizza
- April 11 Bad Daddy's
- April 25 Parry's
- May 9 Bad Daddy's
- May Ice cream Sales

6. **Kendra Scott** will give about \$800

7. **Butter Braids** – explore as another Spring Fundraiser end of February and distribute March 21 week, as last fundraiser raised around \$2000

8. **Ice Cream Sales** - May 2024

F. Other Business

1. **Recruiting for Next Year's Board** –

- Email from Meghan needs to go out week of 1/22 and send out in weekly communication on Friday 1/19/24

2. **Talent Show-** Feb 2 1 p.m. (volunteers needed 12:30-3 p.m.)
3. **Teacher Appreciation Week-** May 6-10- Jessica Sebold

G. From the Principal (Dr. Wallace)

First semester was great. Nice to see all smiling faces after break. Star data is showing lots of progress in the students. Reading and math skills are improving. Forth grade is starting to do some rotations for subjects. Friday the students will be exposed to choir and other activities with students from West and will be beginning the middle school transition. Ms. Porter will do science fair. Kindergarteners are beginning reading and improving on numeracy. First graders are supposed to only do one sentence, but these students write multiple sentences. Writing overall is a strength for the students and they enjoy sharing their stories. Many artwork items with clay and 3D art. PE, Red Sheet Rookies to show leadership while working with students with more significant needs. Music teacher has instruments coming in due to grants. 4th and 5th graders are learning to play recorders. Working on second and 4th grade music programs. If students come into office for discipline issues they are honest and taking ownership and they repair and restore. They are understanding that they may have made a bad choice, but they are not bad and tomorrow is a new day to make different decisions.

Upcoming Dates:

February 2- Talent Show

February 2- Winter Dance

February 12- PTCO Board Meeting- 8am in library

February 19-20- No School

March 7-8- No School

March 11-15- Read for Funds

March 13- PTCO Board Meeting and Round Table with Dr Wallace- 6pm

March 18-22- No School- Spring Break

March 25-29- Coin Drive

April 15- PTCO Board Meeting- 8am in library

Totally Terrific Teacher Time- April 2024

May 3 & 4- No School

May 6-10- Teacher Appreciation Week

May 15- PTCO Board Meeting 6pm

May 17- Soar Into Summer

May 24- Last Day of School

Meeting Adjourned 7 p.m.

Meeting followed by Round Table with Dr. Blakely & West Middle School Principal Monica Garcia

Treasurer's Report Below

Heritage Elementary PTCO Treasurer's Report

January 15, 2024

Bank Acct Balances (as of 11/14/23)

Checking: \$55,496.93

Savings: \$15,102.64

Teacher Assistant Grant:

Paid to Date:

TA Grant Outstanding:

Teacher Grants:

Financial Update:

Year to Date

1. Interest: \$15.05

New Income:

1. Dine outs: 305.33 (Red Robin \$280.51, Wing Stop \$24.82)

Expenses:

1. Bank fees \$2.00
2. 5th grade legacy charitable donation: \$1465.10
3. Trunk or Treat candy reimbursement: \$453.29

