

Trailside Elementary PTO

Meeting Minutes

October 26, 2022

ATTENDEES

Stephanie O'Connor, President; Cortni Swisher, Treasurer; Julie Sommers, Secretary; Dominique Smith, Academics; Jessie Knowles, Social; Katheryn O'Connor, Fundraising; Brittney Molocznik, Communications; Tracy Fike, Principal; Michelle Owens, Teacher Liaison

Principal Updates / Tracy

Thanks for a great Parent/Teacher Conference week. Spring conferences will be just one week: Feb 6-10. Teachers usually stay late on Tuesdays: PTO will provide dinner for them that day. Jessie suggested having each grade cover one day of snacks for teachers.

PCSD is strict with volunteer background checks and fingerprinting – any volunteers in classrooms, in school and after school need to have this done.

Veterans Day: Veterans and their families will come in person, other parents may Zoom in, we don't have room for everyone in person.

School Grades: Happy with school grades, TSES received a B, just .3 away from A. This is a rise from the year prior and a testament to teachers' hard work. Still need to work on ESL learners. Our French proficiency levels are great.

Teacher Updates / Michelle

Thanks for snacks and breakfast during PTC week, it's nice to see an engaged teachers' lounge.

President's Updates / Stephanie

LivePC GivePC is next Friday. Suggested raising our \$3,500 budgeted ask to \$5,000 or even \$9,000 which would be half the Playworks total. Tracy mentioned LiveGive asked the school to send out flyers – these must be approved by the school before distributing. After discussion, was decided to raise the goal to \$9,000 and explain what Playworks is in our ask.

Pumpkin compost: District Sustainability Coordinator is reaching out to schools to compost. May be better to put our resources toward year-round compost. Tracy will respond no, but we will advertise in the Times that we will collect and compost pumpkins on our own.

Bus safety: PreK and K students are being pushed into bus lane. Could we create a safe zone for them to stand – spray painted boxes? Tracy will look at the area to determine the best solution.

School safety: Can we inform/update teachers on all the safety features of the building?

Lamination machines: We have replenished supplies for all lamination machines. Discussed using extra money from fundraiser to purchase three more small lamination machines for lower grades – kept in the office for teacher check out. Michelle suggested we buy just two machines and more lamination sheets. Tracy approved this.

Veterans' Day Slideshow: Not many photos have been submitted, will make an 11/4 deadline.

Treasurer / Cortni

Oktoberfest profit after expense was \$13,388.02, still waiting on \$130 to come in. This is more than \$8,000 over our budgeted income.

Facility Permits: Do we need a facility permit for the gym for all after hours events? Tracy responded this is more for outside entities, but is good practice to get for any evening events in any school facility—gym, library etc. Jessie got a Facility Permit from Megan for DDLM Dance.

Tie-dye: Money has been collected. Cortni will ask Michelle more details about this - how does it work exactly? Where does money go after it's been collected?

Recorders: Payment was due from 4th/5th grades Fri 10/21; Ms. Taylor will buy them, and we will reimburse her. \$732 has been collected (123 students x \$6)

Budget Changes: Requested vote on two changes: Adding a line item for coffee for teachers – \$500 total for monthly coffee pods and the purchase of Laminators/supplies. We voted to add the coffee line but did not add the laminator supply line - we used additional Oktoberfest funds for the laminator supplies.

Health & Wellness: Tarabeth McNeil to rejoin the board – will vote her in at end of meeting.

Yearbook: Yearbook has a dedicated email address: tsesptoyearbook@gmail
Should we list this email in the Trailside Times so parents can send in photos?

Tarabeth would like permission to come into classrooms (her fingerprinting has been approved) to take yearbook photos throughout the year. She would also like Tracy/Michelle to mention to teachers that they can reach out to her directly if they have a class event they would like her to attend for photo-taking purposes. Tracy felt this would be alright.

Tarabeth needs the 5th Grade Room Parents' contact information - she needs to ask them to reach out to 5th Grade parents regarding Yearbook "Shout Outs."

Cortni mentioned to Tracy that Tarabeth is requesting ALL staff members (including Support Staff) get school photos taken during Bell Photo re-takes (in December?). Tarabeth would love to have all photos represented in the yearbook - Tracy thought this was doable. Tarabeth also wants to do an "interactive" teacher page with "silly partner" pictures (for example, whispering in the ear of the staff member in the box next to them). Tracy liked the idea (Cortni showed examples) and Tracy said we'll try to get those photos taken as well.

Girls on the Run: Tarabeth is looking into adding a "Let Me Run" Boys Program to coincide with "Girls on the Run." She only wants to do this if it is an equivalent program and if the financial obligations are similar.

Tarabeth started registration for GOTR: 3/20-6/3. Should we still do this or consider our own running program (like a school in Heber does)? She will find out if Basin Rec. will let them practice on the fields - field schedule, reservation process, good contact? Can a space inside the school be reserved on bad weather days? Did any parents sign-up for volunteer "interest"?

Book Fair: Cortni received cash from the fair, and wrote a check to scholastic, credit card purchases go directly to Scholastic. If we choose to receive profits in Scholastic Bucks we get a higher percentage than if we opt for cash.

Directory Spot: In process.

Conflict of Interest Policy: Working on this.

PCEF grant Follow-Up (Scott/Document Cameras): PCEF Express Grants have reopened, Scott is aware. They have a \$1,000 cap. Jen Billows thought the Document Cameras should be covered by Building Expenses.

Academics / Dominique

Dominique requested we add \$500 to the Reach the Peak budget before we finalize it.

Chess Club Idea: Tom Reynolds, TSES parent, has volunteered to teach chess outside school. Discussed ways we could make this happen, given a number of obstacles, such as:

Groups cannot be called a "club" at elementary level, instead may be referred to as a "group", "meetup" or similar. Any group must be sponsored by and supervised by a teacher, who must be paid. Could possibly go through the Compass; pay would be hourly if classified as instruction, stipend if it's supervisory. Each building may be limited in the number of Compass programs it offers. Dominique will reach out to Jane Toly at the district.

French Club Tutoring Idea: Similar concerns as above. Tracy is putting out a survey to teachers - we may have extra money in our Land Trust Fund, and could add tutoring using these funds. Would teachers be interested in that?

Veteran's Day Breakfast: PTO will do something similar to what we did for PTC breakfast.

Stephanie noted the French author that visited last year is coming back through another group. What would it cost to have her also visit Trailside? When exactly is she coming, etc?

Philanthropic Opportunity: Dominique is discussing an after-school opportunity with the food pantry. Kids and parent volunteers would pack food boxes/snack backpacks. All grades could participate in some way. This is the food pantry's program, not a PTO or school sponsored event; we would just be promoting it.

Social / Jessie

Dia de Los Muertos Dance: Moving along. Committee members will help set up, Cortni and Julie will sell tickets, the more people helping, the better. Ofrenda items are being collected in the front office, we may create a separate ofrenda for pets. Sugar skulls are being made to sell, as well as sweet breads and traditional Mexican hot chocolate. Has been great experience working with these parents.

Room Parents: Discussed how room parents are communicating with parents/teachers.

Social Position: Suggested discussing split of Social position into two, perhaps divided between teacher and student events. Room Parent coordinator could serve as the second position.

Fundraising / Katheryn

Dine Out Night: Zuppas earned \$322.45. May do Hearth & Hill in January.

Trivia Night: Searching for location. Jeremy is expensive. Some suggestions: Alpine Distillery? Lush's? Churches? Hugo Coffee/Visitor Center? This event is more about community building and meant to be low maintenance.

Fun Run: Suggested focusing on eco-friendly and/or Trailside family run businesses as sponsors.

Communications/ Brittney: No updates.

Secretary / Julie

PTO/Staff email communication: We'll hold off on this for the time being. Will revisit when/if things get crazy busy again.

Health & Wellness wrap up: Bike to School was a success, let's get Tarabeth back officially.

Business Items:

Voted and approved final budget for FY23- adding line item (\$500) for monthly coffee for teachers and adding \$500 to Reach the Peak budget, making the total budgeted expenses \$37,856.25.

Approved purchase of laminators (using "extra" paddle-raise money from Oktoberfest).

Voted to approve Tarabeth McNeil into Health & Wellness board position.