

Trailside Elementary PTO

Meeting Minutes

January 25, 2023

ATTENDEES

Stephanie O'Connor, President; Cortni Swisher, Treasurer; Julie Sommers, Secretary; Dominique Smith, Academics; Jessie Knowles, Social; Katheryn O'Connor, Fundraising; Tarabeth McNeil, Health & Wellness; Brittney Moloczniak, Communications; Tracy Fike, Principal; Michelle Owen, Teacher Liaison; Guests: Jen Billows, Julia Rametta, Emily Huser

PCEF Presentation

Jen Billows, Julia Rametta, and Emily Huser (TSES PCEF Ambassador) joined to discuss collaborative efforts between PCEF and PTOs, specifically related to Running with Ed and Beat the Call campaigns. Gave an overview of PCEF's annual report, programs they fund and best practices to succeed in RWE. Will give TSES \$1,500 this year for RWE exchange instead of \$1,000 due to its popularity as a starting point. BTC 2023 dates: 9/18 – 9/29. The Red Apple Gala will be 9/30/23. Some reminders: Express Grants (max \$1k) are funded within 24-48 hrs (\$4k left for this year); Classroom Grants can be used for big-ticket items during the following school year. All grant requests must be submitted by a PCSD employee.

Principal Updates / Tracy

School is finishing mid-year testing and prepping for Parent Teacher Conferences. Composting program may take a while to get off the ground. Have a few new employees: custodian Alex Garcia started today, new speech therapist (McKenzie Moore) and SPED teacher (Jack Viere) have started, and a new interventionist (Mary Kathryn) will start 2/6.

Teacher Liaison Updates / Michelle

Student Council is up and running. Spirit Fridays have started. Can we say wear red OR Trailside gear? The Student Council team is presenting at this Friday's assembly. Eva says thanks for support of giving tree; donations made huge differences to some families. Michelle has shared the updated teacher grant form with staff. Emails regarding Yearbook can go directly to teachers but can also go through Michelle.

President's Updates / Stephanie

PTO Open Meetings for March & May: March meeting will be Monday 3/6 5:30-6:30. Will hold in person in the library with a Zoom option. May date tentatively set for Tuesday 5/2 5:30-6:30.

Coffee for Teachers' Lounge: Steph bought some (using budgeted money) but hasn't brought it in yet because there always seems to be some in there. Who is buying coffee? Tracy has been buying it, but next time it's low, Steph will bring some in and submit a reimbursement request.

Bylaws Review: Each board member is to review their role and have changes ready by end of Feb. Will discuss at regular meeting 3/1. Can schedule dedicated Bylaws meeting if necessary.

Treasurer / Cortni

Updated Grant Application: Sent to Michelle to distribute to teachers, which she's done.

Teacher Grants:

\$100 – Michelle / Swaner Science Presentation

Tracy said money could come from field trip budget, it's a Swaner rep coming to the school.

\$245.27 - Tracy Bowers & Sue Minneci / Calming Sensory Hands for Kinder

Light covers that provide a calmer environment for the kids. Was approved.

Megan can place Amazon orders to be sure we get tax exempt. We can then reimburse the school.

Recorders balance: Total needed for recorders was \$738. Collected \$673 from parents; we owe Ms. Taylor \$65. She will need to write a grant request for \$65.

Spiritwear Hoodies for new staff: Need 14 at around \$40 each. Are we making a bulk order this year? Should we wait for a sale? Is there a teacher discount code? Have also been asked to do a sale so kids can buy for spirit Fridays. Ideas: Order tees for the Fun Run in red so kids will have them for spirit Fridays. Set up a table at the fall picnic selling tees.

Classroom Wallet - Denis \$100 request: Should we use paddle raise funds for DLI instead of wallet? Will ask Tracy how to access wallet funds, unsure who is in charge at district. Could also reimburse Denis for it if it's an immediate need, with no grant request necessary.

New Staff Welcome Baskets mid-year: With new staff joining mid-year (McKenzie Moore/Speech, Jack Viere/SPED) should we give them welcome baskets? Will get them sweatshirts and a welcome card. Discussed gift cards, but not in budget.

Eva Gift: Will give her a \$100 gift card from PTO board members personally. Dominique will look into restaurants.

PCHS Student Scholarship for TSES Alumni: We have \$500 to fund scholarship(s) for high school students who are Trailside Alums. They submit essays we read, vote, and give them our 1,2,3 preferences.

Conflict Agreements: Sent email to all read/sign.

School Calendar Updates: Will update and send to Scott for the school website and the Trailside Times website.

1. Spelling Bee 2/13 qualifier 2/16 Bee
2. Open PTO meetings – will include March date, keep May as tbd
3. Steam Night 4/27

4. Field Day? School picks that date, will ask Heidi K and Tracy

Shared PTO Folders: Shared folders are linked to our position emails. We each need to secure log in information for our position emails and use them to access the drive.

Missing Reimbursements: Asked us to all turn in our reimbursement requests.

AmazonSmile: Discontinuing mid-Feb. Will pay us out and will pay 2 months additional donations.

Bessie Minor Smith: No longer running their grant program.

TT Sponsor: Jill Shroyer/Expedition HR has made a \$25 sponsorship. Through Feb, her logo will appear in the Trailside Times.

Family Tech Talk Webinar: Brittney brought this event to our attention. Safer Internet Day 2/7. We'll forward information to Tracy.

Secretary / Julie

November Minutes – Approved minutes from November meeting.

Fundraising / Katheryn

Fun Run 3/31: Student goal: 10 dollars from 10 people in 10 days. Student count is 376 after new year, needs staff # before ordering tees, getting estimate from ACME Threadware. Will get t-shirts to us for approval in the next week.

Showed off Tarabeth's logo/promo ideas.

Have \$3,500 in sponsorships, would like another \$1,000.

Exploring ideas, like danceathon, glow sticks, music – more a party than a run?

Placing orders and exploring ideas for incentives. Every student gets a tee, prizes will be distributed on 1st FRI, then the next TU or WED before the "run" on FRI. Major prizes given out at talent show.

Academics / Dominique

Chess/French Groups: Will follow up with Tracy on status of each.

Spelling Bee: Dates are set for Qualifier (2/13) and School Bee (2/16). Study words available in library. Two groups (grades 2/3 and 4/5) will be quizzed on 20 words for the Qualifier. Top 10 from each group will compete in a traditional oral School Bee. Top 2 from that will go to Draper Bee for state competition. Will have small prizes for top 3 in each grade.

French Author Visit: Some confusion on number of classes she'll be able to visit and number of days she'll be here. Steph will talk to Rhea S. and possibly Mme Here.

Talent Show: 4/6 Met with Cortni and Julie went over past format and timeline. Initial planning has begun.

Science Night/Arts Fest: Finalizing format. Dominique attending a school event using the "experiment bucket" concept. Combining Science and Arts in one event could be good as they are related, "science behind art" for example, and less of a time commitment for both planners and families.

Social / Jessie

PTC Teacher Meals: Would like to do Ghidottis for teacher dinner, will be around \$500, hoping to collect donations. PTO will do breakfast treats on Friday.

St. Patrick's Day Dance: Looking at pizza as food option, merch to sell, face painting - by kids? Maybe Student Council? DJs will bring lights, haze, green. Working with Afterschool to alleviate space/timing issues encountered with Día de Los Muertos.

PTO Items for Room Parents: Any information we want to get to parents can go through Room Parents. Let Jessie know, she can arrange.

Communications/ Brittney

Nothing to report.

Health & Wellness/ Tarabeth

Girls on the Run: Is looking at different program options due to some frustration with GOTR, including doing just one day per week when kids pay for two; more class time than run time; organization's pushiness with coaches.

RWE - Theme is Wizard of Oz, meeting with Megan and Eva to discuss this year's exchange.