



## Parent Teacher Organization

### Meeting Minutes

Thursday, April 4, 2024

9:30-11:30 a.m.

**Board Members Present:** Katelyn Jensen (vice-principal), Jessica Muelleck (President), Becca Bishop (secretary), Robyn Shelton (President-elect), Patti Harrison (jog-a-thon co-chair, fundraising chair, book fair), Jessica Knorr (Chinese co-chair), Amy Burton (PE), Ms. Butterfield (lower grade teacher rep), Ms. Richens (upper grade teacher rep), Mrs. Kou (DLI rep), Jen Preece (musical), Amy Kalbes (health and safety), Amy Kalbes (safety), Candice Diehl (battle of the books, jog-a-thon) Katie Enniss (SCC), **Others via zoom:** Julia Halliday (Volunteer Coordinator), Shelley Beck (Musical, Spirit chair), Amy Bennion (Room parents)

#### Called to Order:

Becca Bishop, Jessica Muelleck (seconded)

#### Principal Report: (Katelyn Jensen)

- Mr. York's wife had her baby. Mr. York will be back on Monday.
- Volunteer BRUNCH is great in the kiva was scheduled for May 24<sup>th</sup>, however, they are looking if we can possibly change the date? Can we do the week before?
  - May 16<sup>th</sup> – ask for approval for the date. Need to be done and cleaned up by 12:00 (backup as May 15<sup>th</sup>) because a grade level is using it in the afternoon.
    - 9:00-11:00
    - Drawing for tickets
- Follow-up to communicate to parents about RESPECT.
  - Bookfair, safety patrol, words on clothing
  - Kids feel like safety patrol is not worth it because of parents yelling at safety patrol.
  - PTO fliers or posters
    - RESPECT POSTERS – kindness.
    - Social media campaign
    - Email reminders.
  - Simba holding poster – RESPECT, wearing safety patrol outfit.
  - Draft an email from PTO to send out to parents about respect!
    - Jessica, Katie, and Katelyn will work together to send out message.
  - POSITIVE Thank you on safety patrol!
- Do we have a date for safety patrol field trip?

#### Teacher Updates:

- Butterfield (K-2 Teacher rep)

- Field Day is on Wednesday May 29<sup>th</sup>.
- Funding is a little less this year as far as budgets.
- Updated budgets to come out this week for teachers.
  - Please use the budgets
- Is the outdoor area used at all for teachers?
  - Is there anything to make this area better?
  - Prefer grass to woodchips –
  - Can we fix the sprinkler system or get the grass better.
  - Are there obstacles?
    - Weather? Lock?
  - Remind that this area is open for teachers to use.
- **Richens (3-6 Teacher Rep)**
  - Musical Party – can we please communicate the date?
    - Could we possibly do this after school?
    - Can we communicate to teachers and parents better?
  - Outdoor area
    - Remind teachers that they can use the area.
    - Are there anything that they would like to use?
  - Field Day is May 29<sup>th</sup>.
  - Budgets will be updated and sent out.
    - Please turn in receipts
- **Kou (DLI Representative)**
  - Chinese BOOK FAIR
    - Contact with the book fair. Not sure if we will have time to do the bookfair this year. – BARNES & NOBLE: Do we have grade lists? Teacher recommendation?
      - Teacher recommendations for books at home and books for the school
    - Can't see the inside of the book.
    - Not many books on Amazon, so this isn't a great option.
    - How do we get more books in the classroom?
    - Chinese website sent random books, the books were out of stock, and the kickback was a nightmare. 4-5 months to square up what we got.
  - Can we work together with other Chinese immersion programs to see what is ordered?
  - If teachers want to send out wishlists from different websites, we can send it out as a PTO.
    - Teachers will compile 1-2 lists with recommended books for their classrooms and for home. This will be with a spreadsheet with links to the books.
  - CHINESE FAIR
    - THANK YOU to parents and students for participating in the Chinese Fair. This was a great event.
    - Could we have a little bit better communication between the teachers about the Chinese fair
      - Many students were unaware about it happening.
    - Awards took way too long.

- Paper flier be sent home?
- Students from the high schools will come in May and work with students.

### **2024/2025 PTO BOARD**

- Google form asking about serving on PTO next year?
- Should be prepared to vote in May! We need all nominations in by the first meeting in May.  
Current Board Positions nominees are as follows:
  - President (Robyn Shelton)
  - President-elect (Candice Diehl – either/or jog-a-thon)
  - Secretary (Trina McCarthy)
  - Treasurer (Becca Price)
  - Historian (Jessica Muelleck)
- PTO CHAIRS (with committees under them)
  - Enrichment
  - Volunteer
  - Teacher Support
  - Communication
  - Health and Safety
  - Fundraising
  - Spirit
  - Chinese Immersion

### **BATTLE OF THE BOOKS RECAP**

- Regional battle is Friday, April 19<sup>th</sup> at Daybreak elementary
- Request made to have some budget early so we can buy books ahead of time.

### **6<sup>th</sup> GRADE CELEBRATION**

- Meeting at 2:15 to plan 6<sup>th</sup> grade celebration
- Amy Bennion reserved Centennial Park for Tuesday, May 28<sup>th</sup>.
  - Robyn called city to make sure that the city isn't coming that day. They will put a note in the calendar to not have maintenance for that day.
    - Fields cannot be reserved – first come, first serve.

### **SUPER FIELD DAY – Budget \$3500**

- Carnival – bounce house, face painting, popcorn, corn hole
  - Volunteers – one chair and committee members
    - Bounce houses – 2 volunteers for each.
    - Popcorn – Jessica running it.
    - face painting (Candice Diehl and Jen Preece)
      - Poster with what you can have.
      - Face painting clinic
    - Corn Hole
      - Becca, Robyn, and Jessica – need one more.
  - Water area

- Dunk tank.
- Water game - Robyn
- Temporary tattoos
- Snow Cones – arctic circle ice – takes effort to get the ice. Very involved
  - Jessica Knorr will pick up ice.
- Creamies or otter pops?
- Volunteer Lunch
  - One hour where it is out.
  - More easy ups for volunteer area to put shade up for the lunch.
  - Put one person in charge of the lunch and let them be in charge of what you serve \$200 for the lunch.
- DJ – Chris Rudd? Candice Diehl can reach out to him. He did jog-a-thon.
  - Uses the PTO equipment.
  - Put it on the work request to Mr. Bench to haul out the equipment.
- Multiple garbage cans
  - Parent volunteer to empty garbage cans
  - Bring water jugs to begin with.
  - Small bottles of water
- **TEACHER APPRECIATION**
  - May 6-10
  - Olympic theme
    - Teacher lunch on Friday May 10<sup>th</sup>
      - Mr. York will fund it.
      - Need tablecloths – we are short 2 tablecloths. Where are the other two? Or can we purchase more?
  - Flowers (Tuesday or Wednesday 7<sup>th</sup> or 8<sup>th</sup>)
    - bring your teacher a flower – Candice Diehl will provide flowers and Jessica Sabin will help. Amy Bennion will reach out to Candice Diehl
  - If you want to be on the committee, there is a GroupMe. Reach out.

**Motion to Close:**

Patti Harrison, Jessica Muelleck (seconded)