



Parent Teacher Organization

**Meeting Minutes Wednesday,
August 4, 2022 9:00-10:00
a.m.**

Board Members (via zoom) Present: Julia Halliday (Pres), Ashley Robison (president-elect), Allyson Stovall (vice-principal), Patti Harrison, (fundraising chair), Shelley Beck (spirit chair), Trina McCarthy (co-treasurer), Becca Bishop (secretary), Sara Oswald (historian), Amber Elkins (Jog-a-thon co-chair), Amy Bennion (room parents & art contest), Amy Kalbes (Health and Safety), Angie Haaga (Chinese), Jen Preece (teacher support), Lisa Evans (Volunteer Coordinator), Jessica Muelleck (communications)

Principal Report: (Stovall)

- Still looking for assistants to work at our school. We still need a STEM rotation teacher, Librarian, 2 classroom aid positions. The district sets the pay. About \$13/hr. Based on educational background, it may change. The school has no say on this. Please spread the word to friends and neighbors to hopefully fill these positions.
- Mr. York will send out survey to teachers and have them answer questions for teacher spotlight. Please have Mr. York know that this is for principal and PTO. He just wants one survey
- We would like a picture of the teachers that they would be happy to have up on a bulletin board. It can be any kind of picture as long as it is what the teacher would be happy to have displayed. The questionnaire for teachers are meant to be fun, so this can be a fun picture. Please let teachers know that this is the purpose.

Bell Schedule

- 8:40-3:20 M-TH, 8:40-12:45 Fridays
- Same lunch schedule except Kindergarten will come 5 minutes early
- Stovall will update that on website

Stage Construction:

- The cement is laid. The walls up. There is a big chance that this will be done before school starts. If this happens, then back to school night might be able to be held in the gym in 2 sessions.
- Will we have PTO space back in the school? The PTO will have a space, but not sure where yet. It might be the same, but it is not 100% sure

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Teacher Reps

Nielson (upper), Stout (lower), Fan (Chinese) – can we give them an exact time to come down to the meetings instead of calling them down. That way we will be able to know what to plan and we will stop the PTO meeting and work with them to come

- Could we have a set time depending on what is best for them?

Teams

- Can we let the Simba team be required to be on safety patrol as well? Since no one knows who they are. That way they are filling a team. Safety Patrol is a hard team to fill!
- SIMBA: Please let Shelley Beck know the time on September 7th. They would like Simba in the faculty picture. Probably before school. Shelley Beck will reach to out Allyson Stovall about time for Simba on picture day.
- Safety Patrol: This is a hard team to fill. We need everyone we can get. In the past this has always just been 6th grade, but we may open this to 5th graders as well.

PTO Badges

- If you have not sent a picture, please send it to Julia (or Southland PTO email).
- Jessica and Ashley need to get pictures to Julia.

Code of Conduct

- Amy Bennion motioned for a vote. Vote was unanimous
- Send an official copy to posted on the website under PTO, Website also needs to be updated as far as the board for next year.

Back to School Breakfast

- Plan on around 40 people in the building for the breakfast
- We need 2 rectangle tables for teachers to get food. Please have these set up in the library.
- We will use the regular circular tables in the library.
- Food should be about \$100. Food is more expensive this year, so it may be a little bit over what last year was.
- Amy will do decorations about \$20-30.
- Gluten Free: Best place to get the gluten free muffins is at Sprouts. Lucky Spoon. Triple berry streusel. She got 1 package of 4 last year. You could get 1-2 packages.
- Jen will get Becca and Julia the shopping lists. As many people as can be there would be great.
- AUGUST 10th @ 9:00 A.M. (help with setup and takedown is appreciated)
- LOOKING AHEAD DATES for back to school night. Do we have a flyer with dates to pass out.

Back to School Night Table

- August 17th: Back to school Night from 5:30-7:30.

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- This is a great time to get a lot of volunteers
- Lisa Evans (most of it), Julia, Ashley, Patti, Amber, Amy
We want Simba for Back to School Night. Do we want him there at the start of the meeting? Does Mr. York want him there as part of the meeting? What are the best times for Simba to be there. We only have a 15-20 minute window before we need to give a break
- Julia has a banner to put up. She will get some balloons to help draw attention.
- Jessica will make a sheet to encourage people to follow PTO on facebook and Instagram.
- Scavenger hunt with QR codes to find different things in the building. One of the QR code will be about information and one of the stops will be the PTO table.
- Amber will do a JOG-A-THON poster for the table on back to school night.
- Print something for back to school night about the ART CONTEST.

Disaster Packets

- Amy Kalbes will go to the school on the 10th to assess where the packets are. It is a bigger job than you think it is.
- Plan on working on disaster packets after the breakfast on the 10th. Anyone who can stay after, would be helpful.
- Water donation usually comes from Mathnasium. All of the water from the closet was used for super field day. This donation may not come in and there is not currently any water in there. Hold off buying the water for the disaster packets until we see if we'll be getting the water donated by Mathnasium as part of Jog-A-Thon. We should know in the next couple of weeks.
- Does anyone know where the Southland PTO water jug is? We are still missing one water cooler.

PTO Bulletin Board

- PTO is taking over bulletin board by the computer for sign in in the main hall. This will make the school seem more welcoming. This is a HUGE benefit to the PTO because this is displayed before the office so it has a lot of parent traffic.
 - This will be a parent announcement board: Information of upcoming things. This won't be major updates. (Maybe change the theme like mario, Minecraft, etc.)
 - August – Sara Oswald ○ October – Jessica Muelleck ○ January – Angie Haaga ○ March – Jen Preece
 - Beginning of May – Ashley Robison
- The other PTO board inside the school will be used for teacher spotlights ○ K-2, 3-4, 5-6, Shelley Beck will oversee the teacher spotlights ○ 4x6 feet (maybe smaller) ○ Teacher Spotlights
 - Maybe spotlighting the teachers would be better than nominations. Could we ask students statements about what they like about their teacher. ○ Positive comments from parents: Involve the room parent in statements from kids/parents

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We also have a 3rd bulletin board as a PTO. It always has paper in front of it. It always blends in and hides. Should we give this back to the school for their use? Does the school have a use for this. The wellness room could use this bulletin board. Allyson Stovall will take over this bulletin board for the Wellness Board

- Chinese Bulletin Board

1st Day of School

- Rock will be updated in the next few weeks
- Red carpet: 3 rugs that are 50 feet each on first day of school.
- Red carpet for the first day of Kindergarten. Where do you want this? Keep in the kindergarten area. Maybe line up in their normal spot. Can you put it along the whole sidewalk across the front.
- Let Shelley know where you want Simba for the first day of school and on the first day of kindergarten.

Chips & Chat

- Amy Bennion and Julia Halliday get together and talk about this and get in planned.
- Friday, August 26th

Green Ribbon Week

- Ribbons and bows that will be decorating the school
- Amy Kalbes contacted UTA. They will do an assembly on possibly Wednesday that week about how to be safe that day
- Amy Kalbes will do a flyer as a reminder of things
- Amy debating a theme: Stop, Look, & Listen
- Amy Kalbes is brainstorming a Listen game on morning announcements. A mystery sound (a video game sound or blip)

Art Contest

- Date? Keep submission deadlines away from JOG-A-THON return dates.
- We would love the finals displayed at parent conferences on October 5-6th
- Submissions due on September 13th. Judging will happen on the 15th. Nothing will be accepted after the 15th.
- Angie Haaga is happy to help Amy Bennion with art contest.
- LEVEL UP theme for art contest. Can Mr. York post it and Trina send it out for the theme of the art contest.

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JAT

- How can we let parents, grandparents, siblings and the community be there to cheer their kids on? This is a huge part of jog-a-thon
- Can we find a common ground or middle ground? We still need to allow the community feel and still keep our children safe.
- Can we have a fingerprinting closer by?
- How can we balance safety of students and parents being our school?
The school needs some grace as to handle school safety. They want the community. But we need good messaging. Let's check with the district about how we are letting the community in. And have conversations about who can come and how many? Can we know about our expectation by August 31st? Communication goes out August 31st.
- Fun things coming from awards and incentives
- Skit: Jen Preece will contact Amy Bennion about some ideas. Anyone interested in being in the skit, let Jen know.
 - Jen will start writing it this week. She may need help of this group to put the skit on after writing it. One practice at end of August and then the group can run with it. Allyson Stovall will be happy help with whatever. Maybe Mr. York will have a small part?
- Julia: Day of Jog-A-Thon
 - She has a decoration person
- Sponsors (Patti Harrison)
 - 1st sponsor check \$650. That is the only one we have so far. We are having a difficult time to get sponsors this year. Some of our previous sponsors have aged out.
 - Anyone who might be interested, please share the letter about sponsoring. How do we know what businesses we have contacted so we don't contact them more than once. Patti has the list. This is a pretty short list. Check with Patti and she will share this information.
 - We usually bring in about \$3000 of sponsors, so we are far off
 - 670 kids which is about 50 less kids than normal. We are estimating less from our joga-thon because of less students, economic hardship, and differences this year.
- Prizes
 - Basically have the number of prizes we need at this point

Parents in School and FINGERPRINTING

- We appreciate all that you do for student safety. This is important to us. We just really value the support of the community. How can we work together.
- Hand out paper for access to paper that will need to be signed.
- If you are wanting to volunteer, here are the steps. Be transparent from the beginning. Checklist what needs to be done to get fingerprinted. GIVE parents the information. Put this up front from the get go.
- Scheduling fingerprints can sometimes take a month or more. So start the process right away! Give parents a paper, checklist, etc. so they know what they need to do. Get the appointment booked first!
- Can these forms also be sent in an email with the information about fingerprinting process. Mr. York please send this out now to get the ball rolling.

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OVERCOMMUNICATION is key! Please reiterate so parents know what to know.

TEACHER BIRTHDAYS

- Flower pencils, colored pot, gift card
- What is the budget for this? Julia will check with Susan and get back to you. Last year the gift cards were donated. If not donated, it probably can't be more than \$5. Probably can't assume that we will get these donations.
- Trina will email a list of the teachers. Probably around 40 teachers, plus the janitors and support staff. This would be more like 50. We have included them the past few years. They deserve to be recognized.
- When do we pass these out? On birthday? Birthday week? Patti suggests that you take the birthdays at the beginning of the month to save time and only take them once a month.
- Maybe have a student come down and take them down their teachers. And say "Happy Birthday" this month from the PTO. You could call the assistants down and give them out. Make them beforehand. But have them to give out on their actual birthday. BEFORE the birthday.
- Talk to Trina to see what works for her because she will be able to help with this. Jen talk with Trina and figure out what works best as far as passing them out.
- 2 August, 2 September and missing a couple of birthdates.

LOOKING AHEAD

- Parent teacher conference dinner discuss in September

Meeting motion to close: Patti Harrison

Next Meeting: THURSDAY, September 1st @ 9:30 A.M.