



Location: High Plains Learning Commons

Date: April 16, 2019

Time: 3:30 PM

Meeting Minutes Agenda items

I. Green STEAM day

- a) Colleen will create a signup genius for two morning volunteers (8 AM – 11 AM) and two afternoon volunteers (12 PM – 3 PM). She will a message and link to Isabel to send as a 20Alert.

II. Teacher Appreciation Week Ideas for May 6th – May 10th

- a) Breakfast on Monday sponsored and provided by Mona Lara and her company.
- b) Stock the Lounge on Tuesday. Colleen will create a signup genius for parents to donate items, such as K cups, drinks, and snacks. Be very specific. M&M's vs. candy. Send to staff and ask if they would like any items added.
- c) Catered lunch on Wednesday.
- d) Small gifts in teacher mailboxes on Thursday.
- e) Sonic Run on Friday during Field Day. Colleen will create a google form to get staff orders. Deadline is May 1st to place an order. She will then give the orders to Jerica.
- f) Other ideas discussed: pay for a sub to roam and give each teacher a 20 minute break, coffee cart (Angela Mansavage)

III. Box Tops

- a) Heidi announced that Box Tops will be going digital and doesn't know the future of the program at High Plains. It will involve downloading an app and scanning receipts to get credit. For now, cut out Box Tops will continue to be honored until they expire.

IV. Grants

- a) 2nd grade Bear Creek Nature Center \$162; approved
- b) Completion of climbing wall in gym \$5000; on hold until budget is organized
- c) Two other grants were not discussed; all grants are on hold until May



- d) Dr. Stevens will put out an announcement that all PTO grants are due by May 1st so that PTO can correctly assess the budget
- e) Heidi Harnish accepted the position of PTO Treasurer and will meet with Jerica and Nancy to get a handle on the budget
- f) If we fundraise, we should have a plan for the money and spend the money so that the community knows it is making a difference for us at High Plains.
- g) Tim suggested we tell the community before the fundraiser what the money will be used for. He would like to finish the climbing wall in the gym and add new, fun equipment for students to try different exercises. Kid Ninja Warrior-type obstacles that could be taught in class and as an after-school club. No other elementary school has this. As we collect money, we can show milestones like “We have enough for a cargo net!” and “Now we are getting a salmon ladder!” A common goal with visuals will motivate students to raise money for things they can see and will use.
- h) As a staff, we should talk about priorities for fundraising and come to an agreement about where future fundraising money should be spent.

V. Run with Timber

- a) Boosterthon is a company that helps with fundraisers. They offer many levels, but Tim is looking at the Boosterthon Event. With an online presence, we can raise more money. With a company to kick off the program and conduct the Fun Run, we can stress less. We can profit up to 65%. They book years in advance, but do have the Friday before Health Jam open. Tim will get more details to Craig, but both the PTO parents and teachers present thought it was a great idea and wanted to book them for next fall.
- b) Teachers and parents also suggested having a Spirit Week to promote the event along with knowing what we were fundraising for.

VI. Mother’s Day Roses: May 6th – May 10th

- a) Heidi counted the roses in the PTO closet. There are 700 and more will not need to be ordered.
- b) She suggested we get chocolate bars from Sam’s instead this year. It’s cheaper and easier for her if we happen to run out. We all agreed.



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VII. Summer books for students

- a) In previous years PTO would buy books from a Scholastic Warehouse Sale. They would be organized by level in the library and teachers would choose books for students. It's costly, but not budget line item was found. Even at \$2 per book and 350 students, that's \$700.
- b) Parents like the idea of new books, but the librarian always gets students complaining that they didn't get a choice. Students might already own or have read the book chosen for them. Choice is very important in student reading motivation.
- c) With the HPE Little Free Library available all year round, the PTO will purchase books to restock the LFL before summer break with new titles, and the librarian will stagger new titles every Wednesday during the summer in conjunction with the HPE Sweet Summer Reading Program. This solution will be much cheaper and give students choice.
- d) Colleen will create a book order and approve it with Jerica before ordering.
- e) A flyer about the Little Free Library will be included in the Summer Learning Packets sent home with students the last week of school.

VIII. Next Meeting

- a) Next meeting set for Friday, May 17th from 3:30 – 4:30 PM.
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