



Fox Hollow PTO Meeting

October 13, 2023
8:15 AM

MISSION STATEMENT

The Fox Hollow PTO exists to build strong relationships between parents, teachers and students, to provide essential funding to help enrich all students' academic experience, while creating a strong school community through social events and activities.

PTO Board Quorum/Attendance

Attendees

Jill Armayor, Sara Olmsted, Tim Pray, Shannon Hachmeister, Candace Tompkins, Bonnie Weeber, Megan Miller, Lisa Deickman, Melissa Smith, Angel St. Pierre

President

- President's Update:
 - Vote on Meeting Minutes 9/18/23 - Approved
 - Welcome Megan Miller, our new VP Community & Wellness
 - Communications with Preschool – no paper, they send everything over SeeSaw.
 - Ways to save money -
 - Updated Org Chart & Open Board Positions

Principal

- Principal's Update. Melissa Smith
- 10/27 – all school assembly. Grandview choir, orchestra and band coming. Celebrating the arts at Grandview
 - Report cards go home electronically

Treasurer

- Treasurer's Update
- No budget finalized. <Tim> trying to catch up from RTTM and will have the budget updated over fall break

Secretary/ Social Media

- Social Media Updates
65% open rate for newsletter

Hospitality

- Stock the Fridge (Fall Conferences) - SignUpGenius to Sara and will be provided to Angel via Google doc.
- Kindergarten Coffee and Veterans Day Tea Co-Chair - Mary Flint has agreed to co-chair the Veterans Day Tea event for this year as well as be the chair next year for both Kindergarten Coffee and Veterans Day Tea. However, she has a conflict with Kindergarten Coffee on actual day of event (discuss options for help with setup). Could Lisa come in and help when not a FHE parent anymore? – MS said yes.
- Veterans Day Tea - when would Ashley like to meet to start planning event
 - Ashley requested a committee from teachers
 - Waiting until after fall break to start planning.
 - Save the date for newsletter
 - Girls Scouts invited – can have all levels
- Staff Favorite Things Lists - preschool and new staff members are now included on PTO website page
 - Sara sent Angel email asking to double check staff

Social Events

- **Trunk or Treat 10/27- Update**
 - How to do payment for the pizza. Use PTO debit card – reach out to Jackie
 - Consolidating sign-ups since there are 4. Less places to click
 - 9 teachers/trunks. No 4th grade
 - Advertise pizza
- Fox Trotters – reserved the gym? Check with Jackie

Communications

Directory:

- Michelle to send complete Directory to Ashley on 10/11 to be approved and emailed to Fox Hollow staff on 10/13 to share electronically with Fox Hollow families
 - Link to PDF – get communication from teacher

Yearbook:

- Yearbooks sold to date: 49
- PTO fundraiser to date: \$167.09
- Pre-k will be included in the yearbook
- 10% discount applied on all orders through 10/31

Photography:

- Begin requesting pictures families have taken at school events to share with yearbook
 - Two Options for Families: Email yearbook Gmail or post in TreeRing

November HOA Newsletter:

- Fox Hollow Spirit Night at any Panda Express location across the US on 11/17
- No School - Thanksgiving Break 11/23-11/25
- Stock the Fridge - Conference Week 10/30-11/3
- Veteran's Day Tea 11/9
- No Dogs/Safety & Crosswalks
- Stay up to date with latest news: PTO Website link, PTO Facebook, PTO Instagram

Updated Communications Process with Front Office:

- PTO Board and PTO Chairs will take part in this updated process
 - Emailed PTO Board (10/2) detailing this process
 - VPs asked to email this process to their chairs
- Shared document link:
<https://docs.google.com/document/d/19nGTMUBMLKEfSLhFnpvehOuWF1oNpGM48evV9Gta9ds/edit?usp=sharing>
 - Can also access in PTO Shared Google Drive: FHE_PTO_Master_Share > Committees/Chairs > Communications > PTO Communications Requests for Front Office
- Type of Communications to include in this shared document:
 - Approval Requests/Questions for Ashley
 - Include text/links in table in shared document
 - Fox Files Newsletter to share with FHE Staff
 - Include images (jpg) with link(s) below in shared document
 - If you have text to share, please take a screenshot of the text and include any links below the image in the shared document
 - Schoolwide Texts to FHE Families
 - Include text/links in shared document
 - Marquee
 - Include images in png format with 16:9 widescreen (Canva or PowerPoint) in shared document
- Include info in shared document by Thursday, end of day
 - Ashley will respond to approvals/questions in the shared document by end of day on Friday
 - If you have an approval request or question, be sure to check back to view Ashley's comments/approval in the shared document
- Please email foxhollowcommunicationsvp@gmail.com if you have any questions!

Sponsorships

- We have 6 year long sponsors and about 6 quarterly sponsors totaling about \$7,600, goal to get 3 more quarterly sponsors
- I9 Sports- agreed to purchase Halloween candy & give us a free season of sports in exchange for participating in Trunk or Treat
- Sponsors logos are saved here: [2023-2024 Sponsorship Logos - Google Drive](#)
- 2nd quarter sponsors (October 31-January 13). These logos need to be on all 2nd quarter marketing materials: Wolf Law, Village Ortho, Lubos, Kumon, Cottage Care, David Armayor Group, Z Ultimate
- Jenny to reach out to existing sponsors to invite them to Trunk or Treat, and 1st quarter update e-mail to go out

Fundraising

- **Running to the Max Update**
 - Total Amount Raised: \$54,824
 - Less 60+ kids from previous years
 - Net Amount Raised? Not yet
 - Prizes and certificates were distributed this week (10/9)
 - Gave gift certificates for pizza parties and games
 - Razor and Nintendo Switch given out yesterday.
 - Chicken and egg will still appear at assembly on Friday, October 27
 - Any feedback on how we can improve for next year?
 - Do lap cards in even numbers, have all lap card markers around finish line
 - Assemble staff run committee in March- get their feedback before summer break
 - What about no shirts on Run Day and you get a shirt as a part of a prize for just registering.
 - Parents missing individual awards and wish they had some
 - More goals like half way or reaching goal with a school wide prize
 - Color run? Get color packets for each level you send
- **Spirit Wear**
 - Cart out every Friday – last sale \$116
 - Will have a truck at ToT with a banner and cart
- **Spirit Nights**
 - Howdy's- we will receive a check for \$102 (10% of sales)
 - Panda Express is on November 17th
 - This is a **nationwide** fundraiser and 28% comes back to the school!
 - Make sure you tell friends and family even from afar
- **Loyalty Programs**
 - American Furniture Warehouse- check for \$891.15

Community & Wellness

Garden expansion

Colorado foundation grant - denied

Garden closed to students due to destruction

- Students discovered teacher bin lock was broken. Bin wash getting trashed and supplies lost or broken - temporary lock in place. Looking into ways to fix or replace bin.
- Students were digging into garden bed that had been replanted to produce fall radishes, spinach. Tore apart
- create a raised garden bin, and ground level with leftover trex deck and place over in extension to try and keep them away from beds
- Rethinking educational pieces in garden expansion.
- Bird watching camera may not be a good idea. Sits on 6' pole - would students shake?

Waiting on district to fix fence and get proposal for Message board (remaining TerraCycle fund).

