



Executive Board Meeting - February 10, 2023

Attendance: Lis Lichwalla, Jill Armayor, Sara Olmsted, Cori Hendricks, Candace Thompkins, Shannon Hachmeister, Bonnie Weeber, Lisa Dieckman, Jackie Buchanan (on phone).

President's Report – Lis

- Jill and Jackie have started working with Lis to transition the presidency. The remainder of the year, they will attend meetings together as a team to aid in a successful transition by the end of this school year.
- Running to the Max 2023 - Jill and Jackie have begun to research businesses to support our efforts
 - Ashley is adamant about teachers helping out as much as possible to have fun run - run in house.
 - Jill/Jackie have said they will run it if we can't find anyone
- Marquee Portal Procedures - the office will be in charge of all marquee items. PTO can provide info they'd like featured.
 - Send info to Communications for weekly FoxTales. Front office will handle
- 2023-24 Calendar - Jackie and Jill have made a draft to discuss with Ashley
- Prospective family tours will be held Mondays and Fridays when scheduled with an available board member. Please let Lis know if you are interested in helping with these. They take about 30 minutes
- Penguin Patch Next year: in order for the 5th graders to use the money earned, the PTO cannot spearhead this effort. Lis has offered to work with the fifth grade team next year to provide them with the information they need to make this an annual fundraiser for the 5th grade trip to Ameritowne
- Spiritrock save the dates: (refund for Jen Smock - Jackie, ask Lis) - Jen Smock had 3 days for Grandview Grads. Ashley is taking 2 for 5th graders. Need to block out 24th & 25th. Have that blocked annually on SpiritRock Calendar and beginning of the year for welcome back. Let Kaitlynne know
- Next Board Meeting March 9th

Principal Gray's Report

- Math Night where be is Fall
- Gallery walk in May - poetry, art and rock band
- Monday, February 27 - "Thank you a Latte". Sign up to bring teachers their favorite drink
- Mid year data
 - K-5 - 74% math, 74% reading
 - Skills based - 64%
- Staff numbers - projections are coming in lower
 - 103 in 5th grade
 - 65 in kindergarten

Treasurer's Report - Jackie

- Email for all invoices and check requests: fhe.reimbursements@gmail.com
- Financial summary
 - \$83,000 in bank
 - \$70,000 check to Ashley for teacher grant - needs approval April
 - \$13,000 left
 - Jackie will get expenses this weekend
 - Wants to keep account at \$15,000 for the next year.
 - May be able to provide some library shelves for the next year.

- Shelves are \$1600 for 3 = \$5923
- Amazon Smile is going away
- Insurance, printing costs will go up for 2023/24
- Sales tax returns filed
- Hoping Tim will be taking treasury next month.

Secretary/Social Media Report – Sara

Updating the website - does your page need to be updated? Please email me info
 - New families & kindergarten page - need updated welcome letter and info - Jill/Lis/Jackie

Upcoming

Open PTO positions for 2023/24

- PTO Volunteer Corner updated with open PTO position

- Org chart:

https://docs.google.com/document/d/1bRQPVGQ2piNq2LgNkNIWk-SI5hOZx8z_6KMYM4irgg/edit?usp=sharing

- PTO Position descriptions:

<https://docs.google.com/document/d/158U-3SV4HSootommRGU68eh5fDzPvoJZ/edit?usp=sharing&oid=107819371967184737305&rtpof=true&sd=true>

- PTO Open Positions:

https://docs.google.com/document/d/1bV4u_ptaTHso9FzEWAquvAxQ_fQCM44x/edit?usp=sharing&oid=107819371967184737305&rtpof=true&sd=true

- SignUpGenius: [Fox Hollow PTO: Join Fox Hollow's PTO for the 2023/24 School Year \(signupgenius.com\)](https://www.signupgenius.com)

Teacher Conference Week

- add link to newsletter

Stock-the-Fridge

- getting info from Lisa

Scholastic Book Fair

- Angel provided information. Website up to date. In 2/17 newsletter

Staff Appreciation

- Ashley having staff update their 'Favorite Things' & 'Clear the List' housed on Teacher & Staff Appreciation page

Communications – Bonnie

Yearbook:

- Natasha Carmichael will email teachers 5th grade for photos and surveys
 - Please have parents/kids name the file as the kids name
 - Can photos be uploaded to TreeRing directly?
- 108 books sold to date
- Custom pages deadline April 14

Directory - Michele Capdeville still on for next year.

March HOA Newsletter:

- Restaurant Night
- Food 4 Friends food drive
- Spring Break
- Foxtrotters

Fox Files:

- Reminder: Email PTO content to be communicated with FHE Staff to Bonnie foxhollowcommunicationsvp@gmail.com by Thursday to be included in Ashley's Fox Files.

Fundraising – Jill

- Read-a-thon
 - Trying to get individual prizes from business
 - Prizes go to best readers and best fundraisers
 - Goal: \$10,000
 - Gone from 4 weeks programs to 3 weeks
- Restaurant Night - March 9th at Panera Bread, 4-8 p.m

Sponsorship –Candace

- Needs to send out letter to sponsors

Hospitality – Lisa Dieckman

- Stock-the-fridge for Spring Conferences - SignUpGenius coming soon. Discuss the Coffee Day on 2/27 (by Ashley)
- Teacher late night dinner during Spring Conferences (provided by Ashley) - can use Chick-fil-A credit
- Discuss future teacher late night dinner during conferences (fall and spring)
- Logistic questions about Staff Appreciation Week

Community & Wellness – Cori

- Grounds gave permission to rip out bushes. Looking at giving quote.
- Bags now cost - running out of bags. Asked Target for bag donation - they said no.
 - Lis will contact Peggy/KS click list to see if they can donate
- District food drive (Mena):
 - Drives are supposed to distribute food to the 9 schools with pantries (we are one of 9)
 - Will affect our future food drives - may not need to have them. Leave future food drive dates on the school calendar, we can always say we don't need to do it.
- F4F: there are FHE friends in need but none are signed up.

Social Events - Shannon

- Fox Trotters March 31st
 - Ticketing will be through Revtrak this year allowing for presale tickets, Lis has scheduled a call with the Revtrak rep to set up.
 - Waiting on team name from 5th grade team to have shirts designed
 - EPI quote is \$7.50 per shirt, Ivory's company has unfortunately increased to \$11/shirt - Jill
 - Carola is incharge of snacks and volunteers
 - \$15 for shirts that would come with tickets for family? Provide tickets with shirt? Still to figure out.
 - 4th graders run concessions? Become an annual tradition?
 - Honor Ms. Debbie at halftime for retirement
 - Maybe have the cheer team with Megan Mehl perform at halftime? Jackie coordinate
- Candace wants to move to Co-Chair of Social Events and Co-Chair Foxtrotters. This opens up VP of Sponsorships
- Do they know anyone who is interested so we can fill them before the year starts