



Executive Board Meeting Minutes
September 9, 2022

President's Report – Lis

- You all are AMAZING!
- Facility request instructions (not sure we can have additional logins, Shannon has requested one - Lis has one that can be shared)
On shared PTO google drive
https://docs.google.com/document/d/1h-iOA87-awtkFYIskcEWQG7Pd0bS9cVilK_xp4EgIdE/edit
- RevTrak
Account now set up for PTO. Using for Spiritwear sale
Can use for future sales like FoxTrotter tshirts for 5th graders
- Literacy Night October 12th. Coffee cart? 530 PM
Literacy night – ‘make and take’ event. Literacy glove: things to ask when reading
Stations, prizes
Family event
HS and Middle school kids to help
Spring Math Event
Ashley request: Food? PTO sell pizza? Coffee cart?
PTO responsible, get pizza, sell
Coffee cart- Good heart coffee 1.5 hour (+ ½ hour free), \$560. Includes all the items
Slow in line, 50 beverages an hour
- Spiritwear Special Sale - offer adult size sale? - Kaitlyne's powerpoint
- \$380 in Revtrak sales from flyer going out previous night
Are adult sizes available? Can it be added to RevTrak?
Spiritwear cart - \$250 for Sam's Club cart

Research on vendors

Would need staffing – involve student council (teachers: Smock, Vitale and Ryan)

Look up EPI for vendors or Ivory

Other vendor with bulk shipping or to school and doesn't

Jackie order tent and banner to have a booth at every event. Spiritwear cart included

Stuffed fox for each grade? Classroom get a fox

- CALENDAR!!!!

Updated and final except Pass dates

Ashley – redoing Pass. Not a lot of attendance. Looking to make more “purposeful”

<https://drive.google.com/drive/folders/0B4BnE7tc24RAX0dIU0JCanhabTQ?resourcekey=0-Xao4tXZuKdcCh5ZielMk4A>

- Update folders on shared Drive

Lis – board members, update folders, archive, etc

- Parents Council - Signup for one (or more!)

Lis would like if 2 PTO board

<https://www.signupgenius.com/go/10C0E4AAAA72FABFBCE9-board>

- 9/21 Parents Council Training - more info on the website Moring and Evening Sessions -

<https://www.ccparentscouncil.org/?fbclid=IwAR112Gj9HZVnkqKiRYbuIKwKFY-jnKYOdKi8JRY88EgEeQtYkEwCI4D8bQ>

- Parents request: More social opportunities for parents with grade levels

Principal Gray's Report

Events

October – Literacy Night, Trunk or Treat

November – Special Night

December – Holiday Shop, Choir

2022 Preliminary Transitional Performance

2019 last time a report was done through CDE

55.8 (2019) now 73.2

School of distinction – 74% needed

2019 Academic achievement 61.8 now 68.8

Academic Growth 51.9%, now 76.1

CMAS – first page 225/266

Student body – at 20% for free & reduce

Treasurer's Report - Jackie

- Email for all invoices and check requests: fhe.reimbursements@gmail.com
- Budget for approval - to be presented to general meeting 9/12 5:30
https://www.foxhollowpto.org/files/ugd/0a0497_7242ea52e7a34d8f8544571128e9ee7e.pdf

Running to Max - \$75 a kid, would only give \$53k for Ashley for TAs

Need to advertise way better

Ashley put together a video to show where money goes

If last year – around \$60k, around \$70k.

Ashley – estimated, minimum \$70k

\$8K earmarked for Marquee

\$620 for garden

If we are adding items to budget, needs to be done before Monday meeting.
Anything over \$500 needs to be voted on

Secretary/Social Media Report – Sara

- Bugs & Bees Project update
- Newsletter - weekly vs monthly
- Garden – eagle scout/girl scout

Vice President's Reports

Communications – Bonnie

- Directory Update
Michelle C needs update of sponsors for Directory
- Yearbook Update
26 Yearbooks @ \$25, \$31.80
Plant a tree for every tree bought
- Marquee Update
District has given purchase order to vendor

- Treasurer verifying, we can pay remainder of bill
- HOA Newsletter – October
Deadline Oct. 19
 - Google Communications Calendar *New process to be implemented to manage communications requests*
 - Info Emails to Ashley to include in her Staff Emails
Streamline a process to have one (weekly, bi-weekly?) email to Ashley containing info, announcements, requests from all Board members/chairs to be included in her weekly staff email to reduce the number of PTO emails Ashley receives.
 - Angel can schedule texts on Blackboard

Consolidating texts to create multiple events in one text

Fundraising – Jill

- Restaurant Night flyers

Sponsorship – Candace

- Sponsorship status
5 Year long
6 Quarter sponsors
\$6800 in donations, budget is \$7k
- Banners
Need to get sponsor banner before fun run. 2nd will be PTO sponsor
Yard signs Spirit Night advertising
Jill may have sign holders to use and hang the sign.
Urban Air - \$618.49
Urban Air response – best response, school attendance they've had
Next – Chick-fil-A in October, cow will be there

Hospitality – Lisa Dieckman

- Staff Luncheon on Wednesday, September 14th.
Couple items missing off list for the teacher's luncheon
Putting out a signup genius to get parent help
- * I would like to revisit getting all the staff to fill out a "favorite things" list so we could include on our website for gift ideas for parents. I thought someone was interested in doing this last year, but if not, I would like to take this on.

Community & Wellness – Cori

- Garden
- Update on sunflower project and other activities
Darcy S. donated 10 large sunflowers.
Give to teacher leads
CCSD coming out to cover sunflower project. Working with Ms. Grooms
Cut down, measure
- Potentially have 2 co-chairs for next year
Co-chairs: Darcy and Wanda (grandma – Kindergartner)

- F4F
Food for friends closet – move to smaller school closet for own closet and not have share with Discovery.
Mouse problem, office is handling to get exterminator.
 - Pack 131 service project to help
 - Can we move the pantry from the large storage shared with DC to the small one? I have asked Patricia and she was very happy about that idea
 - I need to measure to ensure this would work. Most likely will only fit 2 of the 3 shelves we have.
 - Will need help moving things and getting organized for upcoming food drive
- Michelle Fox will take over as chair next year

Social Events - Shannon

- Shannon and Lis will meet soon to iron out details for Trunk or Treat, we have a team assembled

Upcoming Events:

- Parents Council 9/14 - 9:30 @ Fremont building
- 9/14 Staff Lunch
- 9/23 Running to the Max
- Literacy Night 10/12
- Next Board meeting Thursday: October 13th

- Chick fil a night Spirit Night - October 13th