

# Meeting Minutes

Shepardson PTO

Date: January 13, 2014

Location: School Library

Meeting Called to Order By: Laura Hicks, Co-President Time: 6 p.m.

**In attendance:** Jen Chadwick, Martha Rehm, Joy Miller, Laura Hicks, Vanessa Wilhelm, April Mellon, Andrea Kaplan, Dixie Gormley, Kristin Beasley, Chelsea Hill, Alisha Duncan, Deonna Wilson, Mary Laffey, Joni Fagan, Julie Wenzel, Sarah Putman, and Heather Castaneda.

**Minutes:** Minutes of the November 2013 meeting were distributed. The motion was made and seconded to approve the November 2013 meeting minutes as written. Motion passed.

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## Principal's Report

Principal Jen Chadwick reported that the presentation to the School Board was well received and she anticipates the name change will be approved. Ms. Chadwick also noted that she was pleased with the most recent TCAP scores especially in areas of growth. She also stated that the Colorado School Grades website ([coloradoschoolgrades.com](http://coloradoschoolgrades.com)) has ranked Shepardson in the top 10% of all schools in the state of Colorado. Ms. Chadwick stated that teachers can be credited with assessing the needs of each individual student which has helped increase overall test scores.

## Officers' Reports

**President:** Laura Hicks: It was announced that the new Shepardson website is up and running after many months of hard work. The website has been well received and is more user friendly as well as easier to update.

**Consent Agenda** - *Updates from committee chairpersons who were unable to attend.*

**Book Fair** - The Book Fair will be held March 3 - 7, 2014. Rosann Winn, Book Fair chairperson, requested a \$100 donation from PTO to purchase paper goods and decorations for the Grand Breakfast as well as Family Night. Motion was made and seconded to allocate \$100 to the Book Fair for the purchase of paper goods and decorations. Motion carried. It was also acknowledged that PTO provides \$100 in petty cash for the registers and the \$100 for petty cash is returned at the end of book fair.

**Family Nights** - Mary Jackson: The Garlic Knot will continue offering family nights on Mondays with 10% of proceeds going to the school. Marco's Pizza offers family nights

on the second and fourth Friday nights. Chipotle family night raised over \$500 for Shepardson. Mary is working with Firehouse Subs to schedule the next family night.

Box Tops - Claudia Wilson: A check from General Mills in the amount of \$924.20 has arrived. The next Box Tops Drive will begin in January 24 and end February 21st. The class that brings in the most box tops will be awarded a pizza party.

Milk Caps - Mo Ryerson: Mo is in the process of tabulating a large number of milk caps and will have more information at the next meeting.

Teacher Moments - Jennifer Christensen: Teacher Moments raised \$1104.50 gross and the net is projected to be \$724.50 after reimbursement for teachers. The issue of anonymous bidding was discussed. Some parents would like the bidding to not be anonymous while other parents feel it is important to keep the amount earned by individual moments private. It was suggested to move Teacher Moments to STEM Night so parents have more time to review the Teacher Moments and enter bids.

**Treasurer:** April Mellon reviewed the Treasurer's Report. It was noted that the checking account balance is \$25,145.61 and the saving account is \$12,004.87. The majority of the funds in the checking account were raised during the Read A Thon and the ABC fundraiser and the funds will be allocated for school activities and projects throughout the coming school year. The funds in the saving account have been allocated for refurbishing the school sign.

It was suggested to take pre-orders for Create Magazine this Spring in an effort to avoid the cost of unsold magazines.

### **Committee Reports**

Trivia Night - Joy Miller and Joni Fagan: Trivia Night planning continues. Ten teams have signed up and more are anticipated to send in their sign up sheets. The committee is in need of volunteers to help throughout the event as well as checking people out at the end of the night. The committee is considering making the final appeal of the night to be allocated for the purchase of more chairs for classrooms and pods. It was noted that the School Board does provide a yearly budget for maintenance items but that budget must also cover para salaries.

VIPS - Alisha Duncan: Alisha stated VIPS has slowed a bit since November. She will provide information on how to enter volunteer hours for school projects worked on at home by Claudia Wilson and Cheri Clark.

Movie Night - Kristin Beasley and Jackie Cole: Movie night was Nov. 15. Wreck It Ralph was shown in the gym. Popcorn was donated by Cinema Saver 6 and about 45 students and parents attended. Another movie night will be planned for February or March.

Winter Social - Mary Laffey and Kristin Beasley: Winter Social was attended by 198 students and their families. We received \$105 in donations from area merchants and a \$100 donation from The Group Real Estate. Our budget from PTO was \$350 and \$4.39 was returned to the PTO checking account. A detail of the funds spent on the event as well as copies of the receipts were provided to the Treasurer. The concern was expressed that the event requires a high number of volunteer hours. It was suggested that older Girl Scout troops or the student council be recruited to help with the event.

### **Old Business**

None.

### **New Business**

Sock Hop - Alisha Duncan: The notebook from previous Sock Hops has not been returned. Dixie Gromley offered to help organize the Sock Hop as she has past experience with the committee. It was suggested the \$2 entrance fee be waived. It was noted that Sock Hop does not have a budget and if the entrance fee can be covered through donations it is up to the committee to decide what the price the entrance fee should be.

### **Announcements**

The next meeting is February 3, 2014 at 6 pm in the Shepardson Library.

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**Meeting Adjourned At:** 7:25 pm

**Minutes Compiled By:** Kristin Beasley, Secretary