

# Meeting Minutes

## Shepardson PTO

**Date:** April 7, 2014

**Location:** School Library

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

**In attendance:** Jerry Garretson from PSD Maintenance, Jen Chadwick, Todd Jones, Joy Miller, Laura Hicks, Kristin Beasley, Alisha Duncan, Mary Laffey, Deonna Wilson, Mo Ryerson, Chelsea Hill, Dixie Gormley, Andrea Kaplan, Vanessa Wilhelm, Heidi Priebe, Heather Castaneda, Amy Conboy, Becky Woodcox and Sarah Putman.

**Minutes:** Minutes of the March 2014 meeting were distributed. The motion was made and seconded to approve the minutes as written. Motion carried.

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### Officers' Reports

**President:** Joy Miller noted that the PTO Volunteer Tea will be held on April 10 at 9:30 am. All parents are invited to attend.

**Treasurer:** Todd Jones reviewed the Treasurer's Report. It was noted that the checking account balance is \$34,334.17 and the saving account balance is \$12,009.38. 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 budgeted school activities and projects throughout the coming school year. The funds in the saving account have been allocated for refurbishing the school sign.

**Principal:** Jerry Garretson from Poudre Schools Maintenance Department presented a rendering of the new sign for Shepardson. It was noted that the cost of the sign as presented was \$12,650. Long term maintenance of the sign was discussed. It was noted that PSD plans to widen the sidewalk behind the sign to ease removal of snow as well as improve a portion of the landscaping surrounding the sign. Renderings of signs and landscape plans from the Front Range Community College landscape and architectural design class were also presented. Several parents liked a design that incorporated etched sandstone while other parents preferred a more traditional metal sign. Jerry offered to pursue an additional bid for an etched sandstone sign. After additional discussion on the pros and cons of purchasing a new sign, the motion was made and seconded to allocate \$18,000 to the sign project. Motion was approved. A sign committee was formed work with PSD on completing the sign project.

Ms. Chadwick stated Shepardson has received a certificate from Colorado State Congress recognizing Shepardson as a Grade A school. Shepardson staff is working with The Smithsonian on a three day training integrating STEM into literacy and across all content areas. This summer 10 teachers will be working with CSU and the Colorado Literacy Program to continue STEM integration into literacy as well.

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

Family Nights - Mary Jackson: The Garlic Knot will continue offering family nights on Mondays with 10% of proceeds going to the school. Shepardson will no longer be partnering with Marco's Pizza for Family Nights on the second and fourth Friday night of the month. The Culver's Family Night raised about \$275. The final family night will be on April 24th with Chick-Fil-A. They will be donating 20% to the school.

Milk Caps - Mo Ryerson: Mo has counted over 1000 milk caps and sent them to Morning Fresh Dairy. They will be sending a check for \$100 to the school.

**Committee Reports**

VIPS - Alisha Duncan: The school volunteer worksheet will be updated for the beginning of the school year by Joy and Alisha.

Sock Hop - Alisha Duncan and Dixie Gormley: Sock Hop was an awesome success with 227 students attending. Dixie presented an income/expense detail of the event. Serving refreshments instead of dinner at next year's event was discussed. It was noted that the \$90 in profit from the event will be allocated towards next year's event.

**Old Business**

Learning Bridge Books - Learning Bridge Books will be available for order at a cost of \$9.95 for cash/check or \$10.45 online. The retail cost of the books is \$14.95. It was noted that the books are not a PTO fundraiser and the books are being offered at cost as a service to parents.

5th Grade Bash - A request for additional funds for graduation and bash was made. Since the PTO has extra funds this year, PTO will consider a request but will not make the increase in funds a part of the yearly budget. The graduation and bash committees will meet and determine if they need to make a request for additional funds.

**New Business**

Choir Accompanist - It was noted that Ms. Everitt does not have an accompanist for performances. It was requested that PTO provide the music department with a budget for an accompanist. The cost was estimated to be about \$350 for the year.

Crossing Guard - The crosswalk in front of the school was discussed. It was noted that the school does not have staff for two crossing guards. A sign up genius for parents to sign up for crossing guard duty was suggested. Ms. Chadwick stated she will call Safe Routes to School and ask for their assistance regarding the crosswalk.

**Announcements**

The next meeting is May 5, 2014 at 6 pm in the Shepardson Library.

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**Meeting Adjourned At:** 7:35 pm

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