

Board Meeting Minutes

Monday November 13, 2023 5:45 pm Location: Shepardson Media Center

Meeting called to order: 5:49 pm

In attendance: Travis Hitt, Wayne Thornes, Britt Mactavish, Marisa Williams, Heidi Habbinga, Becky Woodcox, Sarah Waible, Chelsea Hill,

Welcome

Minutes: The October meeting minutes were presented. Wayne Thornes made a change to the spelling of Marisa Williams name. Marisa William moved to approve the October 2023 minutes, Sarah Waible seconded the motion. The motion was put to a vote, the vote was unanimously accepted, the minutes were approved.

Officers' Reports

Principal's Report— Wayne Thornes

- ★ STEM Night
 - Good turn out and lots of presenters and participants
 - One presenter mentioned they liked Shepardson's STEM Night the best of the many they've presented at
 - The school hold it again next year
 - Add more times for the reptiles and the star lab (lots of interest and not enough times available for the kids)
 - Robot basketball in the gym got too rowdy later in the night
- ★ Star Squad Thanksgiving Food Drive
 - Donations for the food drive are low
- ★ Turkey round up is on Thursday 11/16
 - Drop off in the Parking lot and 4/5 playground before and after school
- ★ Lockdown drill went well on 11/13/2023
 - One drill required within first 30 days of the semester
 - One additional with a 911 dispatcher role play call and a full walkthrough with security and police personnel
 - No reports of problems yet, waiting for final feedback
- ★ Facilities updates

- Garden fence is down and will be a new configuration with second gate for a vehicle to enter the garden and a new pad for a new shed (bought by the garden committee funds)

President's Report— Travis Hitt

- ★ Website, volunteering & recruiting
 - Website will have multiple sign up geniuses for the different events and fundraising activities
 - Still need committee chairs to send volunteer opportunities and time breakdown
 - Katie, Kelli, Britt, and Travis met to update website - updates presented
- ★ Kelli Wallace will update the PTO website for Family Night (Modern Market mentioned on the Chipotle night)
- ★ Spirit Wear
 - Up and running. Thank you Heidi & Katie!
 - Are polar fleeces an option that can be made available?
- ★ Read-A-Thon: Heidi Habbbinga
 - 226 students participated
 - 178 turned in "What we are reading" sheets
 - \$19, 209.30 from students and families (less Venmo and PayPal fees)
 - \$20, 939.30 with sponsors!
 - Prizes organized and t-shirts on order
 - Distributed after thanksgiving break
 - 4th grade x2 winners of "What We Are Reading" and Fundraising!
 - Next year Heidi will need shadows to learn and continue the fundraiser. Dialed in and super fun!
- ★ Volunteer Coordinator
 - Julie Pingataro has volunteered for the rest of this year
 - She has a 5th grader that is moving to middle school
- ★ Trivia Night update - Sarah Waible for Nicole Booker
 - The Rio in Old Town is a possibility
 - Tentative date is Saturday, February 24, 2024
 - 2nd choice is the Hilton Fort Collins
- ★ Milk Tops – Britt MacTavish
 - In Process, still contacting and figuring out what is going on

Treasurer's Report— Marisa Williams

The Shepardson PTO mission is to promote the welfare of the students in the home, school, and community and to help build a close relationship between the student, parents and school staff/faculty.

- ★ Report will be given at the General Meeting

Upcoming Events

- ★ Family Nights - John Wallace (not present)
 - November 15 - Family Night @ Chipotle
 - December 12 - Family Night @ Panera
- ★ All School Caroling Night
 - December 13, 2023
 - Britt MacTavish volunteered to coordinate hot chocolate this year
 - Hot chocolate needs more volunteers
 - Choir performance is at the end, after the caroling
 - Will get hot chocolate powder and we have cups
 - At least three more volunteers
- ★ Urban Air
 - Made \$262 from spirit night
- ★ John Wallace is working on the Spring schedule

Open Discussion

- ★ Recruiting and supporting future Chairs: planning and how to documents in PTO Google Docs
- ★ Make and add a video of Students to the PTO website talking about the fundraising for new furniture
 - Recruiting kids to advertise what the PTO does and does for schools, videos for the website
 - Interviewing parents or helping the community
- ★ Proposal for extending General Meeting
 - Used to be longer
 - Front of the year is longer discussions and information
 - If we keep the “cut off time”. If we extend, we will fill the time

Meeting Adjourned at 6:27 pm