

General Meeting Minutes

Monday September 11, 2023 6:30 pm Location: Shepardson Media Center

Meeting called to order: 6:33 pm

In attendance: Travis Hitt, Wayne Thornes, Britt Mactavish, Marisa Williams, Heidi Habbinga, Becky Woodcox, Nicole Booker, David Worford, Sarah Waible, Chelsea Hill, Jess Seufer, Kelli Wallace, Hailey Steiner, Corinne Disterhoft, Whitney DeMercurio, Julie Pignataro

Welcome

Minutes

- ★ September General Meeting Minutes were presented for review. Amendment - Principal's notes are missing! Kelli Wallace motioned to approve the notes with the amendment to add the Principal's notes to the September meeting minutes. Sarah Waible seconded the approval. The motion was put to a vote and unanimously passed. September meeting minutes approved with the amendment to add Principal's notes.
- ★ Question was presented as to how the minutes are distributed to the Shepardson general population.
 - They are posted on the PTO website for the public and sent out to the Board.
 - They will be added as a link to access to the friday email

Officers' Reports

President's Report - Travis Hitt

- ★ Fundraising initiative
 - Sound System will be reviewed again after cost proposals are received
- ★ Nicole proposal for the coffee cart day after the Read-A-Thon, 11/1
 - We would pay for it with the \$314 over the goal for Pool Party minus the movie night \$142 overage
 - Difference leaves \$181 available for the coffee cart
 - Idea was presented to offset the cost with parents buying the teachers coffee through a Venmo option
 - Additional idea was to send out a room parent request for support and donations from families
 - Too many monetary contributions asks so close to the Read-A-Thon?
 - With a fail proof backup for Nicole's business
 - One drink policy to the teachers
 - Need to note a coffee cart donation on Venmo so that funding doesn't get mixed up?

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.

- Possibility of two business sponsors?
- Is it a mental health benefit?
- ★ Committee Chair positions open
 - Vice President
 - Caroling Night
 - Conference Dinner
 - Spirit Wear - Heidi Habbinga
 - Morning Fresh
 - Star Stampede
 - STEM Night
 - Yearbook - tentative

Principal's Report— Wayne Thornes

- ★ UIP (Universal Improvement Plan)
 - created every two years and school has to submit the report every two years
 - SAC and Leadership team have met two times to talk about goals
 - Literacy
 - Math
 - Mental Health and Connectivity for students
 - How to help students build connections as they move through the district's schools? Connections to individuals or activities – they are measured through a school wide assessment
- ★ Polaris and Olander and Blevins mergers and changes in the news
 - Doesn't affect Shepardson at this time
 - Decisions made based on the enrollment – 23-24 school year has 2000 seniors vs <1600 kindergarteners.
 - Shepardson only one of 6 schools that showed positive growth
- ★ Proposal to host the special classroom celebrations (times three events) at the same time and at the end of the day - Proposed by the Staff General Meeting
 - Agreed it is a good thing.
 - Room parents will help coordinate the volunteers for the celebration and be made pre-aware
- ★ Conferences next week – in person (option to have remote session)
- ★ Thank you for eco-week support!
 - There is not a single child not going because of financial concern. More than before with financial struggles.
 - Some Shepardson families paid for an additional student to go.
- ★ Staffing issues - Hiring for:

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- Para - Instructional K-12
- Para - autism
- Substitutes

SAC Report – David Worford

★ School Accountability Committee

- Most of the meeting went over the UIP–
 - reviewing the old plan and coming up with a new one
- Last report also focused on writing goals
- Shepardson was successful their last set of goals

★ Last SAC meeting was with the leadership team as well

- Focus on Mental Health and Belonging
- Possibility of adding a staff component (happy staff, happy students)
- Belonging - Activities offered extra-curricular are important to the students
 - Goal is 90% of students feeling connected
- IUP is a two year process
- Enrichment activities are very expensive now
 - How to budget and ease need for financial support
 - Set amount for scholarship disbursement?
 - How to identify the students and families who need support and want to do classes

★ Proposal to reinstate Volunteer Coordinator position –

- School needs support to help set up volunteers for staff and school activities
- Need to discuss what it looks like and how it will be filled – past Board Position

Treasurer's Report— Marisa Williams

★ Update on taxes

- Have been submitted

★ Katie Brayden has submitted her audit

- A second auditor has been identified and will do a review

★ PTO is currently bringing in more than we are spending

★ Income & Expense review

- Income
 - 1st Place Spiritwear
- Expenses
 - Teacher/Classroom fund distribution
- Moved a few items to their proper category
 - Media/Genl Instructional Supply -> Treasurer Supplies/PTO printing

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- Misc -> Enrichment Facility Fees)
- ★ PTO cannot be a pass through for after-school enrichment program
 - No. Checks that are written to PTO need to be resent to parents and have them re-write to the enrichment companies

Staff Report— Becky Woodcox

★ Special Request - Laura Beese

\$275 for CMEA (Colorado Music Educators Association) State Conference

How will students benefit?

This is an opportunity each year for music teachers from around the state to convene and share best practices for three days in Colorado Springs. Since most of us are the only music specialists in our schools, this is a unique chance to collaborate and get fresh ideas from music-specific professional development.

I always return from CMEA with the latest educational research and best practices in mind. I learn new teaching methods, strategies, and techniques that can be more effective in the classroom. I can refine my instructional skills, making lessons more engaging and comprehensible for students. This leads to better learning outcomes for everyone!

- \$275 for conference fee, Laura Beese CMEA conference attending and presenting
- School is supporting lodging and asking PTO to support registration
- Reference - Mr. Meikel is going to a conference and cost is being split by Harris and Shepardson
- There is \$2000 in the Special Request fund
- Should Special Requests be turned into a grant cycle?
 - We haven't had a year where we haven't been able to cover costs.
- Kelli Wallace motioned to approve the special request for \$275, Julie Pignataro seconded the motion, the motion was put to a vote, the motion was unanimously approved, the motion passed
- ★ STEM Night update
 - Trouble getting the level of presenters as before COVID
 - Alphabest proposed activities in the multipurpose room instead of food
 - All members were okay with the change for this year
 - Sign-up Genius for set up and clean up for STEM night will be in the Friday emails
 - Question regarding what Becky Woodcox is looking for in presenters
 - Show the STEM side of anything that can be hands on and have the students try things out
 - There are some CSU programs arranged
 - More schools are doing a STEM night and asking for the same presenters
 - 17 presenters as of today + Alphabest

★ Looking for volunteers for PBL talks on different subjects for the grade levels

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- Will be sending out requests for presenters and reviewers

Committee Highlights

- ★ Family Nights
 - September Modern Market made \$237.34
 - All dates are on the website
- ★ STAR Stampede – needs a new chair
 - past co-chairs will support a new chair, but will not run the event
- ★ Decades Dance
 - Should we keep it or retire it?
- ★ Trivia Night - Nicole Booker
 - Date TBD

Upcoming Events

- ★ Read-A-Thon - October - Heidi Habbinga
 - Brief explanation of what it is
 - Happening now
 - Corporate Sponsors Secured
 - Information packets and Collection envelopes sent out
 - Reminders in Friday Emails and Star News
 - Sign Up Genius for day of help will be sent out within a week
- ★ Conference Night: Teacher Dinner Coordination (October 16-18) - **OPEN POSITION**
 - Sign up genius going out for signing up and contributing - Britt Mactavish
- ★ STEM Night 11/9 - tentative - Becky Woodcox
- ★ Family Nights - John Wallace
 - Urban Air 10/25
 - Rollerland 11/9
 - Chipotle 11/15

New Business

- ★ PTO larger projects, general support
 - Will break down task into smaller parts for more support
- ★ Spirit Wear – Heidi Habbinga
 - Sending logo to them and continuing with process to implement
- ★ 1st Day of School Supplies - Heidi Habbinga
 - Question to the meeting if we would like to use them for the 24-25 school year supplies
 - Yes

Meeting Adjourned at 7:50 pm

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