Agenda

Heritage Elementary PTCO General Meeting

October 19, 2020

8 am- 9 am

Attendance:

 Katie Rasmussen

Jeni Lieberman

Alyssa Stock

Inbal Vuletich

Jessica Sebold

Tara McLain

Jennifer Young

Amber Barnes

Ryan Langdon

1. Treasurer’s Report (Jenni)
	1. Treasure report review (attached)
	2. Budget review (attached)
	3. $10,000 paid to teacher grants with $15,385 outstanding
		1. Planning to make next payments in January and then May
	4. 4A/4B there was no budget item, so we did not contribute money
	5. Parent dues paid this year/ last year
	6. Sara Lawrence completed Audit and only exception was one person approving a check for over $1,000 when there was supposed to be two
2. Fundraising Report (Inbal)
	1. Mask sale update
		1. $1,244
	2. Sponsorships update (banner and school directory)
		1. $3,884 (last year we only made $2,000)
		2. Vote on school directory cover
		3. Banner proof is being created
			1. 12 logos and say Heritage Elementary thanks its sponsors
	3. Maui Shaved Ice event
		1. $1,500
	4. Pledge drive update
		1. $8,593 (last year we $18,400)
		2. Date to end pledge drive: November 30, 2020
	5. Online Auction Update
		1. Propose to start Dec 2-6
		2. Target donation for bottle filling station and left over for teachers (supplies for room due to COVID). Ryan informed the PTCO that Cherry Creek District is now providing 2 filling stations for the school. However, Ryan would like another station across the hall from the front office. Cannot change the targeted donation as we started soliciting donations already.
		3. Nikki had to step down as the chair for the online auction – Katie will assist. Nikki will jump back in if she is able to.
		4. Committee members have been soliciting for donations. Katie and Alyssa will help.
		5. The Committee had left over donations from last year (due to cancelling Mom’s Night Out). Jenn W has them. Once new items start coming in she will start scanning and adding them in. The page is set up and ready to go.
		6. Any money raised above water station ($1,500) will be given to assist teacher with classroom needs due to COVID.
	6. Mable’s Labels
		1. $47- 3 orders
		2. Checks will come to Tony
	7. Dine Ins
		1. $1,500 from Maui Shaved Ice event which puts us ahead of budget
	8. Kroeger
		1. $1,290
	9. Golf Outing Fundraiser
		1. Supposed to take place of some spring events
		2. Working towards doing this in the spring
		3. Do we need contingency plan if we end up remote in the spring
	10. Additional ideas
		1. Read a thon
			1. Jessica is going to send information to Alyssa who will research
3. Bylaws (Alyssa)
	1. Katie and Alyssa will meet to finalize the document and then send for final review before the November meeting
4. Communications Report (Catherine)
	1. Going to ask families in email to ask families if they have the ability to donate to online auction
	2. Online families get all school emails. Technically they are still in PTCO list from last year so they should still be getting emails unless they unsubscribed.
	3. Amber has letter that went in Friday folder. She will revise to cater to online student families, send to Katie to review and then ask Toni to send
		1. Message will be missing them and mentioning pledge driver, gaiter sales, labels and online auction
		2. David B has offered to post on Heritage remote student Facebook page he created
5. Volunteering (Jeni)
	1. Sent out email but only received response from Art Teacher
	2. Will look into reaching out to teachers about any needs they might have for remote learning
6. New Business
	1. School directory
		1. People who haven’t voted please send Katie their top 5 choices
	2. Pledge drive
		1. Raised significantly less than last year
		2. Will keep pledge drive open until November 30, 2020
			1. Jessica S will work on final push in email message to parents
		3. Discussion on removing teacher grants this year due to budget shortfall
			1. Teachers offered to give up teacher grants to allow for additional TA
			2. Open discussion on eliminating teacher grants for this school year
				1. Cherry Creek gave teachers extra money for books (approx. $3k) this year which is typically a big ask in teacher grants
				2. Vote to remove teacher grants was unanimous

Jenni will send to Lisa Britt to post on website for 30

* + - * 1. Vote to amend budget to correct line item for TA salary and remove teacher grants. Any money over the cost of the water station can be divided among teachers or used for virtual field trips
	1. Alyssa will review bylaws for voting members
1. The next meeting is a Board Meeting on Wednesday, November 18, 2020, at 6 pm, followed by a roundtable with Ryan Langdon at 7 pm