Jun 17, 2026 | Ptco meeting

Attendees: Alisha Sill, Aimee, Dana Stein, Tara Foster, Lindsey Ramirez, Haley Beaver, Brittney Van Gent, Melinda Gindin, Natalie Blythe via phone

Notes

- Summer meetings to prep for year Meetings through out summer-
    - Wednesday 6/16: 6-8pm- Aimees house
    - Tuesday 6/30: 6-7:30- Danas House
    - Wednesday 7/15: 6-7:30- Alishas House
    - Tuesday 8/4: 6-7:30- TBD
    - Thursday 8/13: 6-7:30-TBD

- School year meetings-
    - Please keep consistent- next meeting we will set a exact time/date
    - Every other meeting in year is general assembly
    - There will be a board meeting after each general assembly
    - Attendance is important
    - Child Care- Set up in gym ideally- Aimee to take lead on this
- Communication amongst board members- Group text is easiest
- Voting- all voting is all via text-
    - If anything over $500- needs a proposal
        - Will come via email to answer questions/ clarification easier
    - If request creates a conflict of interest please remove yourself from voting
- TAW/Late start/ dates- Sign up **SPREAD SHEET**
    - Next meeting- Brittney and Alsiha should have budget set up
    - Late start the member sets up the breakfast/pick up and deliver/clean up
    - “Can we set up new members to get a tour- like teacher lounge and work lounge”
    - “Can we come to a work meeting so the staff knows who we are”
    - “ Can we have a simple form/donation form for sponsors”
    - How do we show our appreciation to our sponsors/ create equality for sponsors- to be discussed
    - Food preferences/ allergies/ opinions will be included on spread sheet to help us
    - Dates-Late Start Breakfasts: sign up for 1- put on spreadsheet
    - First Day of School- Alisha
        - September 9/2
        - November 11/4
        - December 12/2
        - February 3rd-
        - March 3/3
        - April 4/7
        - May 5/5

- **First day of school- 18th for 1-5 // 20th for k**
    - Hoorah for all kids for first day of school- What do we do for the difference
        - Banner
        - Balloons
        - “Tiger Wrist band”
    - Kindergarten- COMMUNICATION
        - Make it welcoming
        - “Meet the teachers” -
        - “Lets make a welcoming plan”
            - Packet - FAQ
            - “Tiger Guides”
        - Natalie and Alisha to meet and discuss how to create a more informative gathering. Discussions of a “kindergarten kick off up/ playdate” before first day of school is an idea and will be discussed more at next meeting
    - **PTCO-**
        - Flyer once a month-
            - QR for volunteer
            - QR to donate
            - QR to tangible items-
        - Once a month Newsletter - Same as flyer
        -
- Helper Categories- These are general categories- Board would like to start reaching out to connections and people who have expressed interest in helping and begin creating this list
    - Website: Bylaws and other important documents and information-
    - Google Emails
    - Newsletters (once a month)- Haley to take this on possilby
    - Snack Cart
    - Conferences (Caitlyn)
    - Pick up and set up team for each event
        - General committee-
            - Create a core group of a few volunteers that can be a point of contact for events- additional volunteers will be requested and very needed but having a point of contact for every event would be ideal
            - Tara wants to share information AHEAD of time with maybe confirmation email and a point of contact
    - QR code Genious- need someone to set this up
        - Example- box tops, King soopers,
        - “We will have a dead line for directory no LATER than oct 15
- School Directory
- Art Design (Maren/Micah): Do we want to continue with our colorful logo?
    - Lets make new banner
- Merchandise ordering

- General board questions
    - Canva- Haley are you ok doing all the fliers or would you like a helper?
    - Tara- How do you want to set up volunteer lists?
        - Grass hopper?
        - Sign up genius?
- PTCO Bylaw changes
    - No more than one person from the same family may serve (define? siblings/spouses/etc)
    - Must attend one general board meeting to be nominated for the upcoming year board
    - Board member participation (Can not miss more then 3 board meetings)- zooming counts
    - Adding Dana as a co-member, she will not have voting privileges
    - Teachers/Staff serving on the board
        - Principal is okay with it as long as they are not on the financial portions
    - Signing of Confidentiality Agreement
        - Sign and return
- Mrs Apple is retiring
    - Alisha will be part of hiring process for new PE teacher
- Budget
    - Bank turn over- micah is off everything, Brittney will be added june 30th
- “Specials” each year, talk about robotics
    - All specials have had their moment- robotics may be our next “special” with caveat- last and only year possibly
    - Coffee meeting with Alisha, Lindsey, and club leader to discuss how to improve relationship and support each other
- Fund the extracurricular class for the 3rd grade class- We are asked to fund it.
    - So that funding doesn't come out of another category that would affect the rest of school. We support the whole school by preventing harm in the rest of the budget
- Teacher wishlists
    - We discussed if parents can contribute? Board will look into this
    - We cannot do Amazon gift cards
- Summer Hot Points
    - Business Sponsorships- Aimee what are your ideas, levels and when the deadline is?
    - JAT Sponsor
    - Kindergarten popsicle playdate (have at school, see if we can have class lists)
        - At school?
        - Kindergarten “welcome” package
        - *Natalie and Alisha to meet and create a proposal for next meeting to discuss*- see notes above
- Edu Kits

- BTS Night/Supply drop off- August 14th and ?
- Social Media framework- Hailey and Alisha to meet for this
- Jog-a-Thon
    - Shirts with design, ordered by the end of 7/15
    - Sponsors-
    - JAT website with Boosterthon
    - When? Who?- nothing decided, would like board to begin thinking about who we can reach out to to help support these categories
- General Assembly Meetings- ideas for up coming meetings
    - Teacher Feature
    - PTCO Highlights
    - Student Feature
        - "Leadership"
    - What PTCO is up to
    - Kid Care- Aimee?
- More Community Opportunities (Melinda and Dana- begin brainstorming ideas of how to boost this category
- Year at a Glance
    - August: First Day of School, BTSN, Kindergarten playdate, Directory
    - September: JAT
    - October: Fall Fest (re-imagine, more like a pumpkin patch, petting , face painting vibe)
    - November: Night under the stars (Mrs. Stem), Hope and Gratitude
    - December: Goodness and groves (2nd and 4th grade)
    - January : Snowball (I would like to re-imagine this)
    - February: Skating with Sweethearts
    - March:
    - April:
    - May: Staff appreciation
- (IDEAS to add in: Movie night out, Swimming night out, Community engagement, Science night with My Nature Lab)

Feedback- For members to think about for next meeting

- What would you like to see?
- What events do you think are good or bad?
- General Ideas

Action items

- [ ] Alisha wants to meet with each member individually
- [ ] Coffee meeting with the robotics club
- [ ] Alisha- send out address for next meeting
- [ ] Access to emails for each member
- [ ] Access to Social media platforms
- [ ] Begin creating the QR codes and websites for fundraising, Volunteering, and Booster club
- [ ] Begin Newsletter/General assembly outline
- [ ] Next meeting-
    - [ ] Set an exact time/date for PTCO meetings
    - [ ] Narrow down dates for events
    - [ ] Sign up for activities- Create a solid document tracking our commitments
        - [ ] Google spread sheet made for all these activities
    - [ ] Kindergarten welcome set up details-
        - [ ] Date/Time/Lead/Welcome packet plan
    - [ ] First day of school goals and wants
        - [ ] Work out conflicting times with Kindergarten assessments and 1-5 start
    - [ ] Board members sign paper work and return to Alisha
    - [ ] Discuss feedback questions from above
    - [ ] Make spread sheet of General responsibilities and whose the lead
    - [ ] Add to spreadsheet the Late start organization- When, who, what food, and a section of food preferences/ allergies- Possibly a “black list” of items/ideas that have not gone well in past for future reference
    - [ ] Spreadsheet summary (consolidated from above list)
        - [ ] PTCO Meetings/times/section for childcare
        - [ ] Year event at a glance
            - [ ] Separate sheet for details? Or separate tabs
        - [ ] Late start treat information
        - [ ] General responsibilities of board and whose lead
        - [ ] Year Goals section?
        - [ ]