



**Colfax K-8
Parent-Teacher Organization
Meeting Minutes
November 13, 2019
Colfax Library**



Ross Ingram, PTO President, called meeting to order at 6:45pm

Meeting Summary:

- *Board Members Present:* Amanda Cline, Mitch Franzos, Sarah Grubb, Ross Ingram
Absent: Carol Smith, Jeanine Weiss, Zauyah Waite, Tiffany Stuckey, Dr. Woods
- *Community Members Present:* <not recorded>

Significant Updates. Directory distributed to families in October. Colfax Communicator newsletters to be distributed on 11/18. It is on our website, as well as our past issues. Includes summary of Colfax Community Feedback (from August/September solicitation). Successful movie night. Good turnout and revenue (\$600 raised by mid-level volunteers). Identified need to recruit more volunteers. Will leverage signup genius. Consider multiple shifts and food sign up. Also leverage existing communication mechanisms (Facebook, emails, homeroom reps).

PTO Treasury Report. Highlighted expenses including ordering of two smart boards from technology budget

Upcoming Events.

- **Ask Drive.** Scheduled for November-December 2020. A huge contributor to our fundraising efforts. Coming in the backpacks and via email. Goal is \$30,000. Help with company matching program. Contact company HR to find out if they contribute and how to do it.
- **Teacher Holiday Luncheon.** Scheduled for December 13th. This is a half-day for students. Targeting 12-1. Signup Genius going out next week for food donations and volunteering. Drop food off day of during school in the morning
- **Ice Skating Night.** Scheduled for Feb. 10 @7-9. Volunteers needed for concessions. Free admission to public (covered by PTO funds). \$3 to rent skates.

New Business.

- **Planning for 2020-2021 School Year.** New participants needed to either pick up the current enrichment or fundraising activity or to create a new one. Also, need to recruit board members and prepare budget. In January, we will start brainstorming new ideas for the coming year.
- **General Volunteers.** We need people to help to put on the variety of events throughout the year. Look in the handbook for the person to contact for each event. A couple of suggestions: 1) Send out a small survey to see what would make people volunteer more, 2) Maybe have another volunteer person who manages events.

Meeting adjourned at 7:30.