

Colfax PTO EB Meeting
9/2/2015
4:15PM

Attendees: Julie Wilson, Heather Sendera, Tiffany Stuckey, Abbie Campsie, Mrs. Greco, Ray Obenza and Yolanda Frank

Abbie:

1. Welcome to the team! Start of the year. General overview of expectations.
2. Meeting times confirmed: 4:15pm, first Wednesday of each month. Location TBD.
3. School populations numbers have not been finalized. However confirmed that there has been an increase. Very early stages but construction for the basement discussed, especially if the school continues to grow.
4. Shannon Ewing resigned due to her son staying at CAPA (at the end of the school term last year he was planning to return to Colfax). At this point no need to fill the co-president position. Will officially resign at first PTO Meeting. Assistant Treasurer position needs to be filled. Ray will look for someone as well as mentioning it in the Communicator. Also need to consider the outgoing EB board members.
5. PTO Website: Currently updating officers, teachers, etc. Requested everyone in attendance to take a look at the site and see if any updates are needed. Effective this year, documents posted on the site should not include dates or names so that it doesn't appear "dated".
6. Campaigns/Programs:
 - a. Box Tops - same parent will continue to oversee.
 - b. Shoe donations - Abbie will cover until previous parent is able to oversee
 - c. Apples for Students - continue as previous year.
 - d. Marker Recycling Campaign - New Program - 1st grade parent mentioned it and will lead it.
 - e. 100-Mile Club will not continue due to grant funds that are no longer available. PTO discussed it last school year and found it to be too expensive for PTO budget.
7. Calendar: It's a coordination between PTO and FACE Coordinator(s). The previous PTO Rep is no longer available to do it so this has been added to the responsibility of the PTO secretary. Abbie will coordinate introductions. Heather mentioned the desire to have the calendar distributed prior to the end of the previous month.
8. T-Shirt sales - decided to use a local company.
 - a. Discussion regarding the PTO purchasing the Colfax water bottles and drawstring bags to sell at Fiesta. Discussed but not confirmed.
9. First day of Kindergarten (9/3) - PTO will have coffee and forms to welcome new parents.
10. Informational only, PTO continued the tradition of providing breakfast and lunch to the staff on the Thursday prior to the start of school (Back to School Night)...teacher grants were also distributed.

11. Middle Level Reps - two new people (Leslie and Sukanya) Ms. Herr and Mrs. Greco are the school rep for ML YE trip.

Julie:

1. Reminder of Communicator deadline. Due Tuesday. Picture and blurb of the PTO EB will be included..
2. Constant Contact - working very well. Receiving a lot of sign-ups.

Heather:

1. Fiesta - need to set the date with the principal, hopefully the end September/beginning of October

Tiffany:

1. Homeroom Reps - Confirmed with previous homeroom reps that they will continue in the role. Need to locate the forms of the new homeroom rep sign-ups. Will check with the FACE Coordinator. Consider listing the homeroom reps and vacancies in the Communicator.

Ray:

1. End of Fiscal Year Financial Statement - only overspent by \$7,000, not \$30,000 as previously thought. Increases to technology budget to \$20,000 and Cobra store to \$3,000.
 - a. Abbie: Will revisit the process/guidelines of requesting classroom items with the staff considering there are quite a few new teachers.

Submitted by Yolanda Frank, Secretary