

PTO Board meeting August 25, 2021 5:30-6:30 PM

Attendees

Dave Lebel, Lisa Zur Ashley Ingram, Joe Moore, Ross Ingram, Robin Taylor, Ross McGowan

Detailed Notes

- Introductions from all board members
- Vision for this year:
 - Enhancing the Colfax education and helping the entire community where needed (Principal, Teachers, School)
 - Simplifying communication:
 - Emails to Colfax leadership via PTO President
 - Limiting overall number of emails
- Positions to fill
 - Special Events VP
 - Still trying to fill this position
 - Alternative: Find an individual point person for each event / ad hoc volunteering
 - Webmaster
 - Need a new webmaster; Jason says it's very user friendly and has volunteered to stay on 1-2 months
 - We can post openings on Facebook
 - Robin and Ross M may be able to chip in
- Access to school?
 - Status of events and volunteers in school?
- K & New Family Playdate
 - First goal is to help families connects, secondary goal is to find new people who might be interested in helping
- Ideas for Events & Engaging Community
 - Colfax Fiesta
 - We will reach out to food trucks instead of doing a potluck
 - A celebration of school reopening
 - Scheduling
 - Usually the fourth week of September
 - 28th, 29th, 30th are leading candidates to not conflict with Sukkot
 - At least 100 attendees in the past -- try to schedule at least three food trucks
 - Squirrel Hill Night Market Oct 2nd
 - We are trying to get a booth Looking for volunteers for hour long shifts
- Treasurer update – past IRS issues

- Provided update on two requests for abatements (Form 843's) sent to the IRS sent earlier in the month to forgive two late filing penalties
- Colfax newsletter
 - Will release via PDF / Constant Contact throughout the year.
 - First newsletter we'll print (via the District) and include in student mailings.
 - After that will do online to save paper.
- BoxTops for Education
 - We'll work to increase the number of community members using this app to raise additional funds for the school.
- Spirit wear
 - We will use Commonwealth Press again
 - Launch date early- to mid-September

Action Items

- Post board openings (special events VP, webmaster) on Facebook page
- Buy badges for Kindergarten and New Family Playdate
- Select date for Fiesta (likely 9/28-9/30)
- Reach out to food trucks about Fiesta
- Schedule volunteers for Squirrel Hill Night Market table (if we get one)
- Dave and Robin to coordinate on first Colfax newsletter
- Schedule first Colfax PTO / community meeting