

## Foothill PTO Meeting Minutes

**Wednesday August 3, 2022; 3-4pm Kinder Playground Foothill Elementary School**

### 1. Welcome (Haylie)

- a. Attendees: Haylie Lott, Lisa Coburn, Monica Mount, Ranjeet Pawar, William Hamilton, Kristin Bendele and Suzanne Larson.
- b. Vote to approve May, June and July 2022 meeting minutes
  - May, June and July 2022 meeting minutes were approved.

### 2. Officer Reports

#### a. Fundraising (Kristin)

- Kristin will organize the spirit wear for Check-In Day.

#### b. Community (Lisa)

- Lisa has updated all of the events on BVSDHelpAtSchools.com so that she can begin recruiting volunteers for the year. She asks that attendees feel free to read through the BVSDHelpAtSchools.com to catch any mistakes.
- When Haylie, William and Lisa met with Principal Knauer in May, they decided on Bingo being from 5-7:00pm. Lisa cannot recall if they decided to move indoors for the Winter months. If kept outside, the time needs to be adjusted to 4:30-6:00pm to account for Daylight Savings. Lisa will need to update HelpAtSchools.com with the final decision.
- Check-In Day is scheduled for August 16th from 1:30-3pm. Lisa cannot attend but can help prep ahead of time. With HelpAtSchools being organized, the committee can recruit volunteers. William is running the event on the day of and plans to meet Monica, Kristin, Suzanne, Harry Lott and possibly Haylie at 12:30 to set up and begin running the check in table and spirit wear table. William will check on the tent and make sign up sheets. Haylie will provide flowers and a treat for the check in table. Lisa is happy to make a banner. Kristin will organize the spiritwear for the table. Meet teachers will be A-L: 2 – 2:30pm and M-Z: 2:30pm. The school will send an email to families with these details. Ranjeet needs specifics for the PTO eblast asap.
- Back to School Picnic is scheduled for August 26th from 5pm-7pm. Kona Ice, Seb's Pizza and Los Dos Bros are confirmed.

c. Treasurer (Monica)

- \$19,095 has been given to the school for the new library furniture, playground updates and courtyard improvements which started yesterday.
- FTF is scheduled for the month of October. Monica plans to send Sennan Nick's email for reference. The minimum request for donations this year may be increasing to \$300/student (last year it was \$275/student).

d. Communications (Ranjeet)

- In order to keep the website up to date Ranjeet needs a protocol for eblasts. He has not been receiving information for events until it is too late to get the information organized and posted. It was decided that all information needed in an eblast be written up and sent to Ranjeet two weeks prior to the eblast going out.

e. Principal's Report (Principal Knauer not present)

f. President's Report (Haylie)

- Times were discussed for PTO meetings for the 2022-2023 school year. No decision was made. Haylie will reach out to Sennen to see what her preference is and who will be the teacher representative for the year.

g. Teacher's report (no teacher present)

**3. Conclusion**

a. Comments from Attendees

**4. Adjournment -**

a. Time of adjournment

- 4:09pm.

**NEXT MEETING:**

- The September meeting time will be determined in the coming weeks.