

Foothill PTO Meeting Minutes
Thursday April 11, 2024; 1.30pm

1. Welcome (William Hamilton)

a. Attendees: Sennen Knauer (Principal), William Hamilton (President), JenMcCabe (Communications), Chiara Clark (Community), Katie Schneider (Treasurer), Tiffany Gwyther (Fundraising), Denise Stoot-Taylor (Secretary)

Absent: Grant Morrison (VP), Lisa Rice (Teacher liaison).

New in attendance: Morgan Scott

b. Motion to approve March 21, 2024 meeting minutes. Chiara had a question about the VP role covering the role of volunteer recruitment. William explains this is part of the responsibility of the position. A round of introductions are done to introduce the board to Morgan.

Motion to approve PTO March 21 minutes. All members vote in favor and the minutes are approved.

William acknowledges that Boulder sits on unceded land that is within the territories of the Ute, Cheyenne and Arapahoe people, furthermore he likes to acknowledge that 48 tribal contemporary tribal nations are historically tied to the lands that make up the state of Colorado.

2. Officer Reports

a. Fundraising (Tiffany Gwyther):

- Fundraiser for Abo: numbers will be known by next week. We will receive 10% of sales.
- Spring sale: Herbs & Bake - what baked goods or sweets do we want to offer? There may be rain on April 17th but the board decides to keep the date. We will bring out the Spiritwear and hopefully sell it all and start fresh next year.
- Tiffany has other dine-outs all set up (Sweet Cow on May 1, and Santo on May 20) and the rest of the year is all set up as well - Aug, Sept, Oct, Nov.
- Short comment about Bike Bonanza. She met with Gurion of 303dirt-biking and she connected him with Tim Abrahms.

b. Community (Chiara Clark):

- Chiara's first time reporting on the End of Year/Bike Bonanza party update: May 16th. She is adding two more food trucks, some rescheduling was needed due to the date change to May 16th (instead of April 24th). Foodtrucks, face painting and bike bonanza will be plenty. Nothing more is needed.
- For the 5th grade continuation she has plans to do a silent disco, "5th grade coachella", face paint, fairy fair station, sunglasses, graduation ring pops etc.
- Bike Bonanza is on the front lawn, but food trucks cannot pass when BB is going on. South east side will have the food trucks (near the condos). Sennen says as long as everyone leaves before sprinklers come on!

- Class parent volunteering. Chiara proposes 1-2 parents per class and 1-2 per grade will become the liaisons between PTO and school, for events of the school and classrooms. Sennen says it is fine to have more than one parent per class/grade. Chiara says we can do classroom coffees, introducing the grade, events, and need for volunteers. She will make dummy binders for the parent volunteers: events, field trips, calendar, parties, how many volunteers needed etc. Purpose of the binders is to pass it down to next year's classroom parents.
- Sennen says we can do both, Back to School parties, and morning coffees, in the first two weeks, to get our message across. No budget needed, pastries can be brought by volunteers. Although most useful for KG and 1st grade as they are new to the school, Chiara said there were 4 new kids in 4th grade this year, so it could be applicable to all grades. It will be a community building event since parents may not know the traditions of a new grade. Also it is an opportunity to instruct parents about other issues such as phone use, says Sennen.

c. Communication (Jen Mc Cabe):

- Jen asks what she needs to communicate. 'Springfest' communication includes Spirit wear. Denise, Tiffany, JenMcCabe will be around to help. Donuts- twelve boxes Safeway?
- She will plug save-the-dates: Sweetcow dine out, Bike Bonanza/End of Year event.
- Last PTO meeting will be May 9th. Denise will transfer her role to Morgan Scott.
- Grant (VP) will likely leave his role. The VP role includes shouldering the tasks of the president. We discuss if Tiffany will step up and the role of fundraising will be passed on or shared. TBD further. Big issues next year are a refresh of the Spiritwear, a strategic approach to the FTF and the celebration of the 75th anniversary.

d. Principal's report (Sennen Knauer)

- 6 weeks left of school. Sennen presents a slideshow with information about school events, staffing shifts and budget requests. (*ask for slideshow insert)
- UIP update: CMAS testing, I-Ready reading, math end of year assessments, field trips.
- MLS- measure of student learning- at/above grade level increased from 60% to 75% between September and January. Success!
- PEN event on April 3rd with a local parent coach Jennifer Wert was a success (50 ppl).
- Events: 5th grade Calwood 4/24-4/26, Memorial Mrs.Cavanaugh 5/1, Impact on Education Awards 5/2, Kindergarten Welcome night 5/8, 5th grade Cabaret 5/9, Maker Faire 5/15, End of Year 5/16, 5th grade Continuation 5/23.
- Memorial Mrs .C will be held May 1st from 4-6PM. No PTO help needed, all set.
- Staffing allocation based on who is enrolled in March of the year. Due to shrinkage of BVSD, KG will have 44 children, two classes.
- There will be a lot less district funding available next year, while staffing needs are the same. Sennen reports it required creative thinking to budget for personnel and school support.
- Personnel: Health room, TAG advisor, instructional paraeducator support, kindergarten para support. Additional \$18000 needed for KG staffing needs.

- Technology part: (i-Ready) classroom supply allocations, scholarships for lifelong learning, yearbooks, support for 15 low income families, one child with prosthetic needs.
- Fund the Fox has allowed for full staffing goals to be reached in 2023-2024 with a total of \$106,000 (while ask was \$90k), a record! For the year 2024-2025, Sennen needs the FTF to raise \$100,961. This is a large number to ask the parents, so we need the right messaging. We had a short discussion about this and we will continue to discuss this.
- Katie explained the FTF this year had a good start, a slow middle, but we caught up at the end. One large donor gave extra, we had several company matches, and several parents doubled up. Next year, PTO must be strategic about the 'ask' with a visual display.
- No identifying of donors by grade, but we can push donations with a matching donor.

e. Treasurer's report (Katie):

- Katie presents the budget to the board.
- Spiritwear fell short (we raised \$800) but we can do well next year with the 75th anniversary. We will start over next year, and offload what is left at Springfest.
- Katie allocates numbers (Back to School party, Bike Bonanza, bingo night prizes, heritage night, staff appreciation etc), what money may come in (food truck, milk caps, fall and spring fests, FTF) and all expenditures (garden, morning coffees, PNO etc).
- Discussion follows about the fundraiser in spring (Fun Run?) which is funding for PTO events, the fall fundraiser is for funding of programming and staffing at the school. PTO will do what is manageable also in respect to the amount of volunteers that can help.
- Katie discusses fiduciary duty of the board. Net operating revenue is at a loss this year, but we have some savings. We cannot continue to lose money, so PTO will have to stick to this budget. We have a great opportunity to rally the community around the 75th anniversary.
- Discussion about how to ask parents next year, the impact of 2020, PTO expectation etc.
- Spirit wear, we go back to the original way of selling it, running an inventory, wearing it.
- More time is needed to discuss the budget, so voting will take place at the next meeting.

3. Conclusion

4. Adjournment

NEXT MEETING: May 9, 2024; 1.30pm

PTO MEETINGS HELD 2ND THURSDAY OF EACH MONTH, WHEN SCHOOL IS IN SESSION, FROM

1:30AM - 3:30PM IN MAIN OFFICE CONFERENCE ROOM

