

Foothill PTO Meeting Minutes
Thursday May 9, 2024; 1.30pm

1. Welcome (William Hamilton)

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

Absent: Grant Morrison (VP), JenMcCabe (Communications)

In attendance: Morgan Scott (new Secretary)

William calls the meeting to order. As we begin he wants to acknowledge that Boulder sits on unceded land that is within the territories of the Ute, Cheyenne and Arapahoe people. He acknowledges that 48 contemporary tribal nations are historically tied to the lands that make up the state of Colorado.

b. Since this is the last meeting of the school year, William will lead the discussion so that we get to finish all important issues. We have two openings on the board for next year:

1. Secretary (Denise is graduating to middle school Centennial)

2. VP (Grant Morrison) is stepping down due to personal reasons.

- Tiffany Gwyther would like to take over this role. The role of VP will be to step in for the president if need be, and to take on the volunteering coordination. If Tiffany steps into this role, it would open up the role of fundraising. We can manage now but need to find someone new for next year.
- Chiara asks what the fundraising role entails. William reports that it includes the Spirit wear, the FTF, and any extra fundraiser, like a spring fundraiser, the dine outs and anything that is related. What do they do for FTF, asks Katie. Sennen explains based on our discussion last time, it will be a more comprehensive marketing, with visuals and enhanced communications, and planning and managing it, and creating a campaign. William moves the meeting forward to voting
- William asks for a motion to elect Morgan Scott as the secretary for the PTO of Foothill Elementary School for the fiscal school year 2024-2025? All members vote in favor.
- He then asks for a motion to approve Tiffany Gwyther as the Vice President for the school year 2024-2025. All approve the motion and now we have a new VP and new secretary.
- William states we have to fill the role of fundraising, and a volunteer for staff appreciation as Tierney is ready to move on. Sennen mentions the liaison of PEN is also opening up as Monica Mount will step down. For that role we need someone interested in social-emotional learning & parenting. This is a low commitment role. William has two names of volunteers and we can go back to check the survey answers. PTO needs people that have time to commit in certain

times of the year. Lastly, Lindsey Harshman (Cynosky) used to do fundraising and will offer some help on Spirit wear if asked. Chaira, Tiffany, Morgan will follow up on Spirit wear.

c. William brings up an issue that was raised by ex-president Garret Savage. In 2018-1019 the PTO approved a plaque/rock/tree to honor three teachers who retired after being at Foothill Elementary for 20+ years. The tree was planted but the plaques and the rock are still supposed to be installed. He would like to ask us to do that this year. Costs are about \$500. Katie opens this up for discussion and states we should not set a precedent that future PTO's must handle things from previous years. We were handed a financial surplus so we can discuss what is fair. Sennen raises the point that plaques are not best practice anymore, they become weathered and wear down. Also she will need to ask for approval from the facilities director. She proposes to give them a brick instead. All members vote to commit \$500 in funding for bricks. William will follow up on this plan.

d. Budget discussion: William

- 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