

**Stone Creek School PTO Meeting Minutes**  
**“When our parents are involved, students achieve more”**  
**September 11, 2007**

Attendees: Sandy Apps, Jill Bossow, Karen Eyrich, Stephanie Novosad, Betsy Hill, Kevin Kromer, Carrie Cossette, Brittani Lutterman, Donna Baskins, Jennifer Clouatre, Stephanie Whitmarsh, Michelle Oakeson, Beth Naill, Meg Sierant, Suzanna Warnock

1. Welcome by Sandy Apps, President
2. Membership Drive – Info went out in the Tuesday folder. Sandy explained the importance of becoming a member and donating money towards membership to cover the operating expenses of running the PTO.
3. Principal Report:
  - a. Betsy asked when they would be receiving the magnetic white boards. Karen Eyrich is in charge of ordering this and is in communication with Betsy as to the size and amounts to purchase. Karen will communicate a time line with Betsy in a few days after she knows how many to order.
  - b. Betsy asked the PTO board to donate lunch and milk to a few kids who qualify for free lunch and milk. The PTO board approved at the PTO Board only meeting for three kids to receive lunch and milk will be available to all who qualify. Betsy will communicate with our lunch coordinator which children will be recipients of this program. It was noted that confidentiality is a must in this area.
  - c. Betsy asked how much money the PTO will be donating to the teachers this year for their classrooms. The reply was that we want to make sure that we are not paying for school supplies but instead paying for enrichment supplies. We will vote on a budget and a process for the teachers to go through to receive their enrichment money at the next scheduled meeting.
  - d. We asked Betsy to meet with the teacher to come up with a wish list which will help us comprise our budget. Betsy and teachers in the audience noted that projectors are necessary very soon. We discussed the ability to purchase projectors will probably happen after the jog-a-thon.
4. PTO sponsored programs – Sandy handed out a list of PTO sponsored programs – See Attachment A.
5. Financials - Stephanie Novosad, presented the financials for last year and information regarding our fundraising and expense expectations for this year. See Attachment B. Additionally, Jill presented a “Goal vs. Actual” document showing last years numbers. See Attachment C.

6. Technology – Jill Bossow gave an update on the merge of our old web site to the new school site and noted that the expense will be the same as last year, \$1,500.
7. Home Room Parents – Karen Eyrich reported that most rooms have home room parents signed up and she described what duties fall under a home room parent. She will work to find parents to fill the remaining openings.
8. Volunteer needs from school – Sandy asked Betsy if the school's volunteer needs for lunch and recess have changed with the employment of a teacher's aid. Betsy is requesting up to two parents for lunch and recess to help daily (with the exception of Wed). Betsy will be happy to work out a training time for the volunteers and communicate that in the near future.
9. August Events – Sandy reported that we had a work day, spirit day (we provided snacks at), and the ice cream social (we provided the ice cream). The teachers in the audience noted that they enjoyed the Spirit Day because it gave the new kids and teachers a chance to get to know each other before the first day. It was noted that possibly the ice cream social can be merged with Spirit Day next year.
10. Volunteer Fair – This was included with the Ice Cream Social and we wished more people attended. Would like to see more involvement in the future. We will plan on speaking at the Open House/Curriculum Night to encourage more participation and explain what the PTO does for the school.
11. Uniform Store – Sandy asked for feedback regarding the uniform store. Feedback from the audience consisted of – yes it was worth it, you might try to sell it for more next time, the prices were great....yes, do it again next year. It was suggested that we put the clothing up for sale again at the Open House/Curriculum Night. Anything left over after that; Betsy will be able to direct parents to if they have uniform needs. It was suggested that the surplus be kept in the trailer.
12. Teacher Appreciation – The PTO supplied gifts on the teacher desks on their first day of school. Betsy noted that the teachers were surprised and thankful for that gift. Mary Miller will be in charge of collecting "Teacher Favorite Things" list from the teachers and giving that to Karen Eyrich for distribution to the Home Room Parents. Mary Miller raised \$640 at the Rummage Sale by selling donated baked goods from parents. This was a very last minute fundraiser and she would like to use that money raised for teacher appreciation items.
13. September and October Events – All communication has been sent out via email, the Tuesday folders, and posted on the web site.
14. Lunch Program – We will offer 3 lunches, Sloopy Joes on Monday, Mac & Cheese on Tuesday, and Dominos Pizza on Thursday for \$4 per lunch. Additionally, we will offer milk and soy every day except Wednesday. Sandy

voiced concerned about what will happen to this program if we are unable to find someone to hire to be the lunch coordinator. It will be too much work for a volunteer to do. Asked everyone to get the word out that we are needing to hire someone for this position. Our sales are starting next week on the school web site.

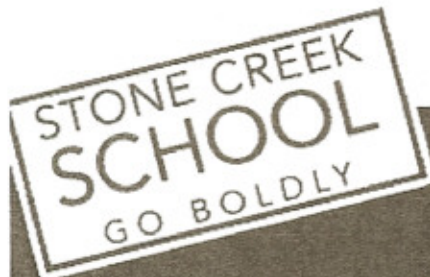
15. Jog A Thon – Sandy reported the importance of the teachers being instrumental in encouraging student participation in collecting donations or pledges. We will give incentives for 100% participation, the highest amount received by a student, and possibly the highest classroom amount. These incentives have not yet been decided upon but will be communicated to the teachers and students in the near future. Sandy will go into the classrooms to show the kids how to ask for donations.
16. Box Tops for Education – We are going to try this out this year to see how much we can earn. No one has volunteered to head this up as of yet. Sandy will solicit people to volunteer in this area.
17. Beautification - Carrie Cossette will head this up again this year and is planning on using the kid's art to beautify the school
18. Eat at Moes – We will continue this fundraiser this year and all are encouraged to participate. It was noted that it promoted great school spirit and parent socialization last year.
19. Spirit Wear – Hoodie – Everyone seemed to like the idea of using burnt orange for the hoodie this year and it was suggested that we print the words “Go Boldly” on one of the sleeves. Suzanne Warnack volunteered to head this committee and met with Kevin Kromer and Sandy Apps after the meeting for more details.
20. PTO Foundation – LJ Bredeson spent \$150 to go to Seattle, WA to attend a free Open Court seminar. Betsy would like to use the remaining \$850 to send the new teachers to the Core Knowledge seminar. Betsy is checking into the expense of this and will communicate with Sandy.
21. Public Comment – None
22. Meeting adjourned at 8pm.

Minutes submitted respectfully by Jill Bossow, Secretary

STONE CREEK SCHOOL PTO  
September 11<sup>th</sup> Meeting Agenda

1. Welcome to new and returning members
2. Our Purpose and Goals
3. Membership Drive
4. Filling Open Positions
5. Report from Betsy
6. Report from Treasurer and financials
7. Report from Secretary and technology update
8. Report from Vice President and Home Room Parent update
  - a. Plan to proceed with new home room parents
  - b. Training
  - c. Volunteer requirements with addition of new T.A.
9. Report from President of September events
  - a. Spirit Day
  - b. Ice Cream Social and Volunteer Fair
10. 07/08 Calendar
11. Money to classrooms
12. Gifts back to the school
13. Hot Lunch
14. Jog-a-thon
15. Box tops for education
16. City Market Cares
17. Beautification
18. Teacher Appreciation
19. Curriculum Night
20. Eat at Moe's
21. Public Comment
22. Adjourn

# Attachment A



Power School | Español | Contact Us | Jobs | Volunteer | Home

Develop the Mind

Excite the Spirit

Change the World



- About Us
- Academics
- Enrollment
- PTO**
- Student Activities
- Fundraising
- News & Events

Store

Currently accepting applications for a part time COORDINATOR.

Call Sandy at 926-8542 if you are interested.

Sign Up For Our eNewsletter!

## Upcoming PTO Events

September 11, 2007  
PTO Meeting  
6:30pm - 8:30pm

September 25, 2007  
1st Day to order Hot Lunch/Milk for 1st Session

September 27, 2007  
Eat AT MOES  
4pm

September 29, 2007  
School Work Day  
9am

October 1, 2007  
Hot Lunch Service Begins

## Welcome to the PTO!

Stone Creek School PTO is the right arm of this parent run school and provides a more enriched school community. Our PTO takes a multi-faceted approach to support all children at our school. We reinforce and strengthen classroom studies and school community by providing money and resources for classroom supplies, team projects and school events.

We sponsor a variety of programs:

- Home Room Parent Program
- Lunch Program (3 days/week)
- Enrichment Programs - Ski, Chess, and Swim
- Book Fairs
- Holiday Fair
- Library
- Moe's Fundraiser
- Teacher Appreciation
- Sunshine Math
- Spirit Wear
- Field Day
- Jog A Thon
- Spirit Day
- School Beautification
- School Newspaper
- Yearbook
- Original Works of Art
- City Market Cares
- Box Top for Education
- PTO Foundation

Our mailing address is:

Stone Creek PTO  
PO Box 6007  
Avon, CO 81620

Stone Creek School PTO  
**Balance Sheet**  
As of June 30, 2007

Attachment B

	<u>Jun 30, 07</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking Account	5,490.48
Total Checking/Savings	5,490.48
Other Current Assets	
PTO Foundation Matching Due	500.00
Total Other Current Assets	500.00
Total Current Assets	5,990.48
<b>TOTAL ASSETS</b>	<u><u>5,990.48</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Stone Creek School	4,240.48
PTO Foundation Costs To Be Paid	750.00
Total Other Current Liabilities	4,990.48
Total Current Liabilities	4,990.48
Total Liabilities	4,990.48
Equity	
Net Income	1,000.00
Total Equity	1,000.00
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>5,990.48</u></u>

**Stone Creek School PTO**  
**Profit & Loss**  
 July 2006 through June 2007

	Jul '06 - Jun 07
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
City Market Cares	290.00
Donations	1,540.00
Eat At Moes	740.00
Fleece Sales	
Fleece Costs	-1,674.01
Fleece Income	2,040.00
<b>Total Fleece Sales</b>	365.99
Jog-a-Thon	
Jog-a-Thon Expenses	-322.80
Jog-a-Thon Income	8,233.95
<b>Total Jog-a-Thon</b>	7,911.15
Library Donations	1,007.90
Original Works	
Costs	-4,761.50
Income	4,761.50
<b>Total Original Works</b>	0.00
Pizza Lunch & Milk	
Milk Costs - Sinton	-835.42
Pizza & Milk Income	13,600.15
Pizza Costs - Dominos	-4,991.00
Pizza Supplies	-540.58
<b>Total Pizza Lunch &amp; Milk</b>	7,233.15
PTO Dues	2,195.00
PTO Foundation Matching Revenue	500.00
Ski Swap Donations	95.00
Teacher Appreciation	-21.50
<b>Total Income</b>	21,856.69
<b>Expense</b>	
Bank Charges	73.79
Book Fair	0.05
Classroom Supplies	5,892.02
Field Day	179.43
First Day Ceremony	258.25
Kentucky Derby	127.41
Library	919.98
Music Program	1,000.00
Playground	5,644.62
Post Office Box	40.00
Pride Patrol	284.25
Processing & Credit Card Fees	517.65
PTO Foundation	1,000.00
PTO Office Supplies	411.28
Spirit Day	100.00
Teacher Massages	375.00
Website Annual Fee	1,500.00
Work Day	69.98
<b>Total Expense</b>	18,393.71
<b>Net Ordinary Income</b>	3,462.98
<b>Other Income/Expense</b>	
Other Expense	
Current Year Excess to School	2,462.98
<b>Total Other Expense</b>	2,462.98
<b>Net Other Income</b>	-2,462.98
<b>Net Income</b>	1,000.00

Attachment C

**Goals and YTD numbers for the PTO 06/07 School Year**  
Since this is the first year of the PTO, we have goals in lieu of a budget  
**9/11/07 - Final**

<u>Fundraising INCOME = \$31,325.81</u>	<u>EXPENSE = \$19,348.14</u>
<u>Jog A Thon</u> Goal = \$20,000 YTD = \$7,911.15 Note: Approximately \$17,000 in pledges	<u>Classroom Enrichment</u> Goal = 13,000 (\$1,000/classroom) YTD = \$5,892.02 Note: Due to the financial situation of the school, we have put a hold on teacher spending.
<u>PTO Dues</u> Goal = \$3,400 YTD = \$2,195	<u>Web Site</u> Goal = \$1,500 YTD = \$1,500 Note: This money was donated and is located under Misc. Donations.
<u>Pizza &amp; Milk</u> Goal = \$9,000 (for 3 out of 4 quarters) YTD = \$7,233.15	<u>First Day Ceremony</u> Goal = \$0 YTD = \$258.25
<u>Spirit Wear - Fleece</u> Goal = \$500 YTD = \$365.99	<u>Spirit Day</u> Goal = \$0 YTD = \$100
<u>Book Fair</u> Goal = \$7,000 YTD = \$3,467.87 (on school's P&L statement) Note: The income from the book fairs will be in voucher form to fund books for the school library and classroom reading labs. This is the amount from the first book fair. I'm not sure how much the 2 <sup>nd</sup> book fair raised.	<u>Post Office Box</u> Goal = \$40 YTD = \$40
<u>City Market Cares</u> Goal = \$5,000 YTD = \$290.00 (on school's P&L statement) Note: This money went directly to the school.	<u>Processing &amp; CC Fees</u> Goal = \$0 YTD = \$517.65
<u>EZ School Supplies</u> Goal = \$500 YTD = \$0 Note: The income will be received for the next fiscal year.	<u>Bank Charges</u> Goal = \$0 YTD = \$73.79
<u>Original Works of Art</u> Goal = \$1,000 YTD = \$4,761.50 (on the school's P&L statement) Note: Income and expense went through the school.	<u>Misc Supplies</u> Goal = \$0 YTD = \$411.28
<u>Holiday Gift and Art Show</u> Goal = \$1,000 YTD = \$748.03 (on school's P&L statement) Note: All monies (income & expense) were routed through the school and the profit was shared among the art and music departments.	<u>Playground Equipment</u> Goal = \$0 YTD = \$5,644.62 Note: This has been labeled an immediate need at the school and the PTO decided to try to meet this need.
	<u>PTO Computer</u> Goal = \$700 YTD = \$0 Note: This computer was donated - no expense incurred.

**Santas Work Shop**

Goal = \$1,000

YTD = \$470.22 (on school's P&L statement)

Note: All monies (income & expense) were routed through the school. The intent was to fund the 6<sup>th</sup> grade's 8<sup>th</sup> grade class trip.

**Ski Swap**

Goal = \$0

YTD = \$95

**Year Book Sales**

Goal = \$250

YTD = \$0 (on school's P&L statement)

Note: This year the proceeds will be given to the school's general fund and all money will go through the school's account.

**Library**

Goal = \$0

YTD = \$1,007.90

Note: \$1,000 was donated for book shelves and the rest was brought in via a used book sale in the hallway. \$919.98 was spent on book shelves for the library.

**Welcome To Moe's**

Goal = \$1,000

YTD = \$740.00 (on school's P&L statement)

Note: This money went directly to the school.

**Misc Donations**

Goal = \$0

YTD = \$1,540

Note: \$1,500 was donation by Novosad, Lyle & Associates and was designated for the PTO web site.

**PTO Foundation Grant**

Goal = \$500

YTD = \$500

Note: This is a matching fund donation by The Burns Family Foundation. The Burns Family donate this and in the Expense category we match it.

**Teacher Appreciation**

Goal = \$1,000

YTD = \$396.50

Note: The tickets paid for the food and we ended up spending \$21.50 on food. We purchased \$375 for massages for the teachers as a gift as well.

**PTO Foundation Grant**

Goal = \$500

YTD = \$500

**Field Day**

Goal = \$500

YTD = \$179.43

**Library**

Goal = \$0

YTD = \$919.98

Note: \$1,000 was donated for book shelves and the rest was brought in via a used book sale in the hallway. \$919.98 was spent on book shelves for the library

**Kentucky Derby**

Goal = \$0

YTD = \$127.41

**Work Days**

Goal = \$0

YTD = \$69.98

**Music Program**

Goal = \$0

YTD = \$1,000

Note: This has been labeled an immediate need at the school and the PTO decided to try to meet this need.

**Pride Patrol**

Goal = \$0

YTD = \$284.25

**End of School Year Donation per Bylaws**

Goal = \$0

YTD = \$1,432.98