**May PTO Meeting**

**May 14, 2024**

**Agenda**

1. Final 2023-24 Budget Review
	1. iReady Decision
		1. iReady was not paid for last May, it was paid in August. There should have been two line items and there was not.
		2. The front office wants us to pay for iReady now.
			1. Two options, pay now and reduce our starting funds or delay payment until after July 1st.
			2. We can delay the payment until after July 1st.
	2. Year end update:
		1. We planned to raise $70k, we only raised $51.6k, a deficit of $18.4k
			1. Some of this was expected due to canceling the 3rd fund raiser.
		2. School expenses: We have a net positive of $3k
		3. Recognition (teacher apprec, kindie welcome), net positive $900
		4. Community Events: net positive $6.8k
			1. Most events are cost neutral (VIG events, bingo, meal deals at boo bash)
			2. We want these events to feel accessible to all, which is why this is free
		5. PTO Operations: net positive $3k
			1. Betterworld platform (fun run/spring fling), domain, Douglas County foundation admin costs, etc.
		6. Started the year this year with $61k and we’re expected to start next year with $63k.
		7. We fundraiser this year for next year. This way we have money to start with each school year.

B. Field trips:

* Parents pay, we can use Douglas County buses (if in Douglas County, between hours of 9:00 and 1:00pm) or charter buses, with Charter ($1,200) it can be up to $60/per student.
* Teachers plan this.
1. 2024-2025 PTO Board Vote Board positions are a two year term
	1. Secretary:
		1. Candidate: Mary-Rose Smith
		2. Vote- YES all around.
	2. Treasurer
		1. Candidate: Sophie Bester
		2. Vote- YES all around
2. 2024-2025 Committee Needs Write up is at the end of this agenda. Left open to whatever people want to plan.
	1. Restaurant Nights
	2. Kindie Welcome
	3. Meet the Teacher
	4. Fun Run Local Business Sponsors
	5. Fun Run T-shirts
	6. Fun Run Prize Planning/Execution
	7. Fun Run Day Of Logistics
	8. Fun Run Communications
	9. Fall Event
	10. Turkey/Candy Grams
	11. Winter Event
	12. VIG Events
	13. Spring Event
	14. Spring Fundraising
	15. Kindie/6th Photos
	16. Teacher Appreciation
	17. Fall Event
3. 2024-2025 Grade Reps
	1. Suggested to reach out to teachers for parents that volunteered a lot.
4. Principal Updates

**Committee Updates**

* Donuts with a Grown-up - Thank you Jenna Mason for putting together a great event this morning!!!
* Teacher Appreciation - Thank you Ashlee Franklin for making our teachers feel so incredibly special last week!

**These are volunteer roles - they are what you make them. We’re just happy you’re willing to help us and the Sand Creek community.**

Below is a list of the SCE PTO Committee Chairs we are seeking to fill. If you have talents that you would like to volunteer to the school in other ways, please let us know! Most of these roles were created because someone said “I’m good at this and would like to do this to help.” Sign up as a committee chair on [THIS sign-up genius](https://www.signupgenius.com/go/70A0449AEAA28A02-49691345-2425)!

|  | Interested in volunteering but don’t want to commit to a Chair role? Sign up as a general volunteer to be notified of volunteer opportunities throughout the year! |  |
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**Grade Reps - NEED** - This was a role we introduced in 2022/23 and got so much great feedback we want to bring it back again. The Grade Rep will assist the teachers with holiday party planning and anything else they may need assistance with. Grade Rep will also plan one “get to know you” event at the beginning of the year with the help of the PTO board. As well, you’ll help coordinate the grade basket for the Spring Fling auction.

*Level of commitment:* low

*Timing of commitment:* heavier around school party times (Halloween, Winter, Valentines, End of Year)

**Restaurant Nights - NEED** - Work with local restaurants to coordinate our monthly Restaurant Nights. Communicate the schedule out to the Sand Creek community and what we make at each Restaurant Night. We have a list of restaurants and contacts we’ve worked with in the past as a starting point for you, but the Committee lead will have the flexibility to choose the restaurants we work with and the full schedule. We ask the Committee lead to assist by composing the emails that will be sent to the Sand Creek community each month, and coordinate the printing and distribution of stickers or other reminders to the students.

*Level of commitment:* medium

*Timing of commitment:* heavier at the beginning of the year to schedule all events, then tapers off to a lower level commitment on a monthly basis to support marketing of each event.

**Teacher Appreciation** - **NEED** - Help coordinate a monthly Teacher Appreciation activity or event as well as the schedule of Teacher Appreciation love during national Teacher Appreciation Week!

*Level of commitment:* medium

*Timing of commitment:* once a month, then heavier for Teacher Appreciation week in May.

**Kindie Welcome - NEED** - Remember what it was like as a first time Kindie parent? Help us welcome new families to Sand Creek Elementary and introduce our kindie families to our strong community. A Kindie Welcome rep will assist with Kindergarten Round Up, the delivery of our PTO sponsored “Welcome to Sand Creek” package, and coordinate some summer playdates for kindie families.

*Level of commitment:* medium

*Timing of commitment:* in the summer, coordinate delivery of “welcome” packages and “get to know you” playdates. Kindie Round Up is usually in April and is an informal night.

**Meet the Teacher** - **NEED** - Meet the Teacher is the first day students are welcomed into the school after summer and get to meet their Teacher for the coming school year. The Meet the Teacher chair will help plan a fun and engaging event with the Principal. In years past, we’ve done scavenger hunts and picture walls. What else could a successful Meet the Teacher event include?

*Level of commitment:* medium

*Timing of commitment:* Summer before the first day of school.

**Fun Run** - **NEED 5 Volunteers** - Fun Run is our largest annual fundraiser. We’re looking for a few leaders to support different aspects of Fun Run to help make this a more manageable fundraiser. The five leaders we’re looking for are: Local Business Sponsors, T-Shirts, Prize Planning, Day of Logistics, and lastly, Communications.

*Level of commitment:* medium

*Timing of commitment:* We will kick this off over summer and be completely wrapped up by October (weather permitting)

**Fall Event** **- NEED** - Our fall event has historically been anything from a Boo Bash to a Masquerade Ball, but the event chair can turn this into any event they envision!

 *Level of commitment:* medium

 *Timing of commitment:* Any time September thru November

**Thankful Turkey/Candy Cane Grams - NEED** - Have just a few hours and want to donate some time? We’ve done all the programming, we just need someone to keep this tradition on schedule. We will give you the computer program to run (it’s easy), and you coordinate volunteers for printing, attaching treats, and distributing to students.

*Level of commitment:* low

*Timing of commitment:* the 2 weeks before Thanksgiving break

**Winter Event - NEED** - Typically held in January or early February, this can be anything you make of it. We’ve done Bingo Nights, Glow Parties, and Dances in the past.

*Level of commitment:* medium

*Timing of commitment:* event is in late January or early February depending on school calendar

**VIG daughter/son Events - NEED** - Our VIG events are held in January and February and historically have been at Main Event. This event chair will pick the location to secure a contract and advertise the event to the Sand Creek community.

*Level of commitment:* low

*Timing of commitment:* Contact Main Event in November/December and then coordinate day of details in January and February

**Spring Event/Donuts With a Grownup - NEED** - What would a successful Spring community event look like to you? Have ideas? Chair the Spring event and put together a successful community party!

*Level of commitment:* low to medium (unless you blow this up and make it a huge party!)

*Timing of commitment:* Contact location in January/February and then coordinate day of details in April

**Spring Fundraiser - NEED** - Historically our Spring event includes a fundraiser component. We’ve worked hard to simplify the fundraiser aspect so your primary responsibility will be to work with the teachers of Sand Creek to coordinate their “Teacher Treats” as well as coordinate “Grade Baskets” with our grade reps.

*Level of commitment:* medium

*Timing of commitment:* February thru April, mostly communications with teachers and grade reps. Can be done from home/computer.

**Garden Chair - NEED** - Sand Creek has a robust garden program - help make sure teachers know this resource is available to them and have the materials they need to be successful. The garden chair will also work with the Garden Club to ensure they have everything they need to keep the gardens blooming!

*Level of commitment:* low

*Timing of commitment:* fall and spring-ish; but a relatively low touch role.

**SCE Cares NEW!** - **NEED** - Currently working to define this committee’s roles and responsibilities.