

Join Zoom Meeting

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Meeting ID: 978 7820 5731

Passcode: 821703

Quick Links:

[2023-24 District Calendar](#) - Full View

[Most updated Staff Favorite Things list](#)

[Spirit Wear Store](#)

[PTO Page on school/district site](#)

[Staff List 2023-24](#)

1. Updates

a. Principal and Staff Updates

1. Mentioned updates on background checks and field trips
2. October 26th and 27th there will be a “State of Givens” address to discuss progress to our goals. Asked PTO to host a table and share some information. Working on parent care.
3. Parent group has approached Givens and would like to help us with our courtyard.
4. 5th graders are doing a collaboration with Olive and Oak as a fundraiser.

b. Questions/follow-ups from PTO:

i. VIP Day - overview and how it works

w/multiple children – Looking for more information on how many will be attending. Families are encouraged to RSVP. There will be an option for families with multiple children to read together. More information will be shared.

ii. Yearbook - our role on this and timing?

1. Wagner photos has a process for completing the yearbook. Ms. Beecham is planning to reach out to school aids and ask if they would like to assist. Otherwise, parents with this skillset are welcome to volunteer to help layout and plan the yearbook production.

iii. School needs / purchases

1. Need for wheelchair-accessible swing
 - a. Here is the document with all of our options and links for purchasing: [Playground Accessibility](#)
2. The request for an accessible swing was discussed. The existing swing that was owned by the district was not safe to

install. The PTO looked at existing line items in the budget and there are existing funds to purchase this swing.

3. Mitch moved to fund the project, Megan seconded – all approved.

c. Executive Board Updates

i. Presidents

1. Approve [September meeting minutes](#) – meetings are approved.
2. We have an open VP position for anyone that is interested. The role of the VP manages room parent positions and handles parent communications. For anyone interested reach out to Sarah Paradoski.
3. PTO Closet - Need to set up a time to organize - less priority than figuring out Fall Festival and Wolf-a-Thon, but try to do soon
4. Trivia Night Committee – forming and a sign up genius will be shared in the upcoming gazette for anyone interested to sign up and assist.

ii. Vice President

1. [Room parent status](#) - still many openings – Another request for assistance will be shared in the upcoming gazette with a more detailed explanation of what is needed. Reach out to teachers who still need spots filled to add this to their newsletters/parents communications?
- Discussed making the room parent handbook accessible on the PTO website.
 - Parents in the same grade level across classrooms can also partner together and share ideas.
2. Need to update [Room Parent Training manual](#) and share out
 3. [Fall party ideas from Jen L](#)
 4. From Jen's email to Madeline and Sarah P: I would definitely let parents know that they do NOT have to provide all of the supplies. They can create a Google doc or Sign Up Genius to ask for items. They can also have a Venmo option. Last year, I had a few parents who couldn't shop but sent money! I know there's a few classes with just 1 parent signed up. It's helpful to ask for non-perishable items AHEAD of time, maybe the day

before. Then they are not scrambling if it doesn't show up.

5. Role of room parents in collecting for a holiday gift for the teacher and guidance on that

iii. Secretaries – no updates.

iv. Treasurers

1. Budget Review

2. Recent Income

3. Ms. Olsen sent a funding request for \$230 to be used for Book Battle. This was motioned to approve, all were in favor.

v. Equity – Yorba shared that the recent district equity meeting had discussed helping to fund chess clubs at a district level. This is still be reviewed.

1. Chess Club - updates communicated from GAP:

a. I would like to inform Givens' parents and caregivers that we are still working out some of the kinks involved in starting the Chess club again this year. Chess club might be pushed back for a few weeks due to the new safety requirements being enforced by the district.

6. Secondly, we are in search of more parent volunteers to run the Chess club this year. If you are interested in volunteering, please let me know ASAP so that I can share the new safety requirements with you. You'll need to get fingerprinted by the district before you can volunteer with the Chess club. My contact information is laura.adamgbo@gmail.com or you can text me @ (314) 265-1439.

1. The question was asked if the fingerprints had to be done by the district or if fingerprints through their employer could be used. Or if you already work in education if you have to be fingerprinted again.

2. The question was asked if we would need to get fingerprinted each year?

3. Betsy is planning to reach out to gather more information on what is needed to be done by the Chess volunteers.

2. Recent Event Recaps

1. Back to School Bash – with the final donation from Hacienda, we are close to being officially under budget. Alex has emailed the payment information and that should be returned soon.

a. September 17th: Givens Day at the Ballpark

i. Have Jen Levine give recap

ii. She has one more year at Givens to help organize

iii. Will be deciding how/which grades to limit singing participation to in future

iv. Thoughts: could we put the name tags in the envelope along with the tickets? Need to discuss if we still want to have the hot dogs and drinks that come along with the tickets.

v. Discussed the need to reduce the number of singers on the field. Ms. Beecham is speaking to Ms. Brinker about her maximum number of singers that she is comfortable with.

vi. Suggested to look into a City2 game. Another school had done that and they donated \$5 to the PTO.

3. Upcoming Events & Activities

a. [VIP Day](#) – This is a fall family day for a VIP person to come to the classroom and read. If you have multiple students, then those families will come into the library and read together.

b. Question asked about supporting kids that didn't have any family members coming. They are welcome to join your group. Cozy clothes are encouraged for students and readers.

c. Fall Festival - October, no date set yet?

1. Idea was stated to change the fall festival into an activity in January. Board approved to move the funds for the fall festival to supporting a January community event instead of one so close to Back to School bash.

ii. Ideas on what to do and leads?

iii. Last year notes: the dance party in the gym became a bit of a free-for-all - alternatives? S'mores were great/very popular. Movie in cafeteria didn't work as well.

1. Stories around a campfire storyteller or etc

2. Movie in auditorium instead of cafeteria a possibility?

iv. Budgeting?

v. Wolf-A-Thon - usually held in November - Megan volunteered to lead the event. The plan is to coordinate a call with Coach Hawthorne and plan the details of the event.

vi. Planning communications will be shared this week in the gazette.

d. Trivia Night - no date set yet

i. We would like to form a Trivia Committee and get started on planning ASAP

ii. It was recommended to look for a location

ASAP

iii. Sarah P meeting w/Maria Lambing soon to go over things, get organized for recruiting help

e. 1st Trimester Parties

4. Ongoing Business

a. Fundraising

i. Dining Out – Audrey shared that they have coordinated with Jet's, Dairy Queen and Hacienda. The dine out nights should be finalized soon and will be communicated in an upcoming gazette and over social media. If anyone has a contact to a local restaurant, please reach out to Audrey Nemeth.

ii. Tracy Willis and Jen Levine came to speak about the book fair. November 13th – 17th for the book fair during parent teacher conferences. The book fair is able to do the ewallet. Kids can shop during the day and let's them create a wishlist. Need the cash box for petty cash and the check as quickly as possible to get the cash.

iii. [Spirit Wear Store](#) — Open - Store will close for the month of December, and re-open at the beginning of the new year. Be sure to place all orders by November 15th to ensure delivery in this time. Teachers & Staff can get a staff discount code from Ms. Beecham.

b. Web & Social Media

i. Potential adds to PTO website:

1. Clubs and Extracurriculars tab - Chess, Choir, Strings, etc?
2. Chess Club parent volunteering and beautification / pollinator paradise info on volunteering tab
3. Add language to the Fundraising section on the WHY and what funds raised by PTO go to - also a list of what our budget went to / some special items/initiatives last year - Sarah P can put this verbiage together
4. Teacher Wish List tab, or put in an existing tab?
5. Anything else?

ii. ParentSquare

c. Volunteer Needs

i. Scholastic Book Fair - hear from Jen Levine and Tracy Willis on this.

Communications will be coming out this week for volunteer opportunities and details.

ii. Buzz Book - Need a lead / project movement for this school year. The plan is to continue to share the buzzbook in a google sheet document where families can add more contact details if they choose.

iii. Chess Club supervision

iv. Campus Beautification - no schedule yet

v. Room Parents - [Room Parent Sign-up status / link to sign-up sheet](#)

vi. Conference Week Meals

d. Teacher Appreciation:

i. Birthday appreciation / snack cart - everything good for October bdays?

ii. Wanting feedback on where to have staff meals catered in future - should probably start a spreadsheet for this with costs, etc - staff restrictions/preferences year-to-year are considered

5. Upcoming Dates

a. October

i. Fall Festival

ii. Dine Outs?

b. November

i. Wolf-a-Thon

ii. Scholastic Book Fair – notes above

iii. Conferences & Teacher Meals

iv. Dine Outs?

Exec Board & Committee Members for 2023-24 School Year

PTO Exec Board:

- Senior President: **Sarah Paradoski**
- Junior President: **Betsy Hedrick**
- Senior VP: **Open**
- Junior VP: **Megan Martin**
- Senior Treasurer: **Mitch Lorenz**
- Junior Treasurer: **Natasha Garcia**
- Senior Secretary: **Alex Guffey**
- Junior Secretary: **Chris Werner**
- Senior Equity Officer: **Kate Zwolak**
- Junior Equity Officer: **Yorba McQueary**

Committees / Coordinators:

- Social Coordinators: **Jamie Scott/Audrey Nemeth/Amy Escott**
- Dine Out Coordinators: **Jamie Scott/Audrey Nemeth/Amy Escott**
- Pollinator Paradise Coordinator: **Nicole Miller-Struttmann**
- Pollinator Paradise Junior Coordinator: **Open**

