

# Meeting Minutes

## Trinity Lutheran PTO



830 E Plaza Circle  
Litchfield Park, AZ 85340  
623-935-4690

**Date:** 5.16.2024

**Location:** Trinity Lutheran School: Founders Hall

**Meeting Called to Order By:** Ashley Herndon, Secretary

**Time:** 7:45 AM

**Attendance:** 10 including Officers

**Minutes:** E-Mailed and accepted as is.

### PTO Mission Statement

To build community and support teachers and faculty, and to enrich the educational experience of the students, all while showing Christ's love to those around us.

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#### I. Welcome and Opening Prayer

#### II. Officers Report

VP – Lily L. : Pre-School Teacher Retirement Gift

Treasurer – Krystal B: Financials Update

Secretary – Ashley H.: No Updates

#### III. Updates from Chairs

- Auction - Ashley and Krystal: Auction was overall a success, thank you volunteers! Good turn-out with families, financial update on event reviewed. Feedback: next year display businesses better, create a list for Teachers to pick from, put all items online with viewing at school event. Tentative Date: April 4, 2025
- Room Parents – Stephanie L: For the most part went well, continue to improve communications.
- Hospitality - Jenny S.: Overall the position was good serving as a liaison between the PTO and Trinity Families throughout the year, helping many through life moments. Teacher conference luncheon was good, would not change.
- Watch DOGS – Continue with Trinity Family (male) volunteers but spend money elsewhere than that on marketing materials.
- Fundraising – Tania C.: Learned what worked and did not work. Funds from restaurant nights were beneficial for funding small school events.
- Teacher Appreciation Week – Tania C. and Stephanie L.: Went well, took notes on what worked and what didn't or what was and wasn't needed for next year.
- 8th grade Promotion – Ashley: Good, unsure of what attendance would be. Set up dessert and snacks for graduates and families. Moving forward current 7<sup>th</sup> grade parent volunteers will host for 8<sup>th</sup> grade. Good turn out for event.

#### IV. Upcoming

- Memorial for Ms. Blau: Church and School Like the idea of creating buddy benches throughout the campus. Girl Scout Troop will do one in honor and memory of Ms. Blau
- Field Day: PTO helped fund the event.
- 8th grade Promotion: PTO helped fund and set-up the event.
- Playground balls/ropes/ etc. to start the new year that way they don't sit in the elements or get lost during the summer break.
- Fall - AZ Science Center Planetarium? We reached out for the auction but they responded this week, they are booking for fall and spring. The planetarium will need to be inside the gym.

#### V. Events hosted this 2023-2024 School Year. What an exciting year we have had!

- Back to School lunch for Trinity Staff
- Back to School treats for new families
- Back to School for all families
- Room Parents Program
- Watch Dogs
- Tech Talk Snacks
- Donuts with Dads
- Christmas Shop
- Christmas Shop treats for all students
- Teacher Christmas Gifts
- Memorial Gifts for families
- Cards for staff and families
- Art Supplies
- PE Supplies
- Auction
- Recognized office staff
- Teacher Appreciation
- Child Care Appreciation
- Field Day
- Grill for Staff, Students and Events
- Fundraisers
  - Butter Braids
  - Kona Ice
  - Chipotle
  - Panda Express
  - Christmas Shop
  - Snack Shack
  - Auction

#### VI. Requests

- Church - picnic type tables for the breezeway so students can eat outside
- Ms. Woodward - risers for holiday program, not utilized enough through school year and storage issues.
- Planners for students. School Makes these purchases with supplies at Teacher request.
- How can we reach out to parents to get more volunteers to support the school
  - Award for class with most parents signing up to volunteer, family mixers...

VII. Officer Elections - will begin 2-year term in July for 2024-2025 school year.

2022-2024 Officers

President: Spot Vacated

Vice President: Lily Logid

Treasurer: Krystal Bolf

Secretary: Ashley Herndon

**Welcome New Officers!**

**President: Krystal Bolf** – Krystal comes to Trinity with a strong administrative background in the education system. The Bolf family has been at Trinity since 2014 and are heavily involved in volunteering many hours at PTO events, helping shuttle various kids to sporting events and giving back to the school all around. Son Mikhail attended the two-year-old pre-school class with Mrs. Chapman and will be attending 7<sup>th</sup> grade in the upcoming Fall.

**Vice President: Stephanie Long** – The Long family will be attending their 3<sup>rd</sup> year at Trinity. They have a daughter named Abby whom will be in the 3<sup>rd</sup> grade in the upcoming Fall. When Stephanie isn't shuttling between states, she is a girl scout troop leader and has been a great asset volunteering her time as a coordinator and chairing events with the PTO.

**Treasurer: Tania Collister** – The Collister family has been attending Trinity for the past three years after returning from Pre-K with their daughter Evelyn. Evelyn will attend the 7th grade in the upcoming Fall. Tania and her husband Greg are familiar faces around campus as she volunteers her athletic ability with a multitude of sports, helping to coordinate and chair PTO events, shuttling various kids, volunteering her husband for events and always offering a helping hand to the teachers.

**Secretary: Laura Dees** - The Dees' family are big supporters of Trinity being actively involved in the school, school events and the classroom. Their daughter Deeann has been at Trinity for 7 years where she began pre-school with Mrs. Hill at age 3. Deeann just celebrated her 10<sup>th</sup> birthday this past week and will begin the 4<sup>th</sup> grade in the upcoming Fall.

**Announcements:**

- PTO is a great way to support the students and faculty, please consider helping out, as little or as much as you would like. Any amount of time you can give is appreciated! Opportunities include volunteering at a single event, chairing an event or helping on a committee.
- Save the Dates 2024-2025:  
October 25<sup>th</sup> Trunk or Treat  
Christmas Shop December 2<sup>nd</sup> – 6<sup>th</sup>  
School Auction April 4<sup>th</sup>

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Meeting Adjourned At: 9:30 AM

Meeting Number: 9

Minutes Compiled By: Ashley Herndon, Secretary

