

**Coyote Hills PTCO**  
**General Meeting Agenda**  
**February 7, 2023**

**Attendees:**

Hillary Pohlmann, Jennifer Jackson, Heather Hart, Kristi Andrus, Kat Haffeman, Brittany Ward, Amy Davis, John Farnham, Shaun Blocker, Jason Cole, Melissa McClurkin, Amanda Fuller, Suzanne O'Brien

**Opening**

1. Attendance roster taken
2. General meeting minutes from November 1, 2022 (via Band)
  - Jason C. motions
  - John F. Seconds
  - Approved

**Principal's Update**

1. Literacy night
  - On the opening night of the book fair
  - Poetry themed night with the poet lorette of Aurora will come and do a presentation
  - Hillary has a poetry club for kids that is currently meeting where kids will write poetry and then present during this particular night
2. Outdoor classroom
  - Finally installed and technically open
3. Relationship mapping
  - Project with the staff where they put up pictures in a room and put dots on those where they thought kids would come to them for help if needed
  - Took those with less dots and then matched staff with students to work on making connections
    - Trend was those quiet students not necessarily behavioral
    - No trend on gender, race, etc
  - Looked at making connections with those who need assistance from staff
  - Did a survey with children where they could indicate via vote or circle on the staff they felt they can come to
  - Overall results were very close (staff and student perceptions)
  - Graphed those with achievement and growth to map students to make sure they are capturing all students and making sure needs are met
4. Educator of the year
  - Melissa McClurkin
  - Will be presented an award later this week
  - Kids across the board said they could come to her and make connections
  - Celebration on March 30<sup>th</sup> at a district event
5. Questions
  - Lock down/hold drills

- District slowly increasing these types of drills
- Starts with an announcement from Mrs. Pohlmann
- Hold is practiced first – auto via the comm
- Lockdown second – lights out and shut doors directions
- Red bag per teacher with first aid kits, snacks for kids, QSR code teachers scan to let upper levels know all kids are accounted for
- Kids practice wiggling fingers (hands up)
- Pohlman clears the room with police and scans the code again to release and clear that classroom
- Releases in order of need like small classes, kindergarten, art, PE
- QR code is a two way communication between teachers and dispatch
- Parking lot flow with right turn only
  - Calls go out to those who aren't following the new protocol
  - All day during school hours right turn only
  - Faster drop off since waiving through the stop sign

### **Staff Appreciation**

1. Planning for conference week
  - a. Plans include breakfast, restocking the breakroom, dinner, and a lunch
2. Another stock the lounge planned for February
3. PayPal button will be available for cash donations if families would like to contribute

### **PTCO Calendar & Events**

1. Read-a-thon
2. Feb 21/22 – Chic-Fil-A community day all day
3. March 8 – Panera night 4-8 PM
4. April 4- PTCO meeting 7 PM
5. April 11 – Imagirifik community night (ice cream)
6. April 29 – Let's Glow Crazy Auction
7. May 16 – PTCO meeting 7 PM
8. May 20 – Carnival

Looking at the future for aligning more community partners that give the most back and communicating that you can just come when you can and help out the school

Communicated an overall summary of remaining events or options to support PTCO where you can pick what works for you and where you want to give your time and support

Don't have to do it all, just know what opportunities are there

- Feedback from staff:
  - Have a slide with dates to show at conferences
  - Want a code to display for parents to come to the auction/ sign up
  - Put that verbiage on the slide about picking what works with your family

### **Snow Ball – Success!**

1. Thank you to Kristi
2. Magical about having it at the kids own school

3. Shared that kids have stated in their powerful moments how much fun the kids had and highlights included the DJ, conga line, etc
4. Discussion on “free events”
  - a. PTCO is not allowed to host free events but the dance came in via a loop hole since it was a prize for the fun run
  - b. Could potentially sell concessions at events but may have to collect sales tax

### **Book Fair And Read-A-Thon**

1. February 3-19 Read-A-Thon
2. February 23 - March 1: Book Fair
3. February 23 – Literacy Night with book fair and family night
4. Current update:
  - a. \$8310 currently (slightly over 40%)
  - b. Over 50% registered (51.4%)
  - c. Big push on reading this year to make it more scholastic
  - d. Respecting some families don’t want to donate monetarily and can still do reading which benefits their student
5. Volunteers needed and a sign-up-genius will go out to school for parent help
  - a. This year it overlaps a weekend to also partner with conference week
  - b. Adjustments to times this year to hopefully prevent lags
  - c. Needs help on 2/21 (non-contact day) to set up
6. Books for teachers:
  - a. E-wallet wasn’t utilized last year, but parents can put funds in their child’s account and option for teachers to get one and buy their own books
  - b. Options for still purchasing physical books or buying for the library
7. Prize for \$20,000
  - a. PTCO will supply the CREATE room via teach feedback
  - b. Benefits all students in the school

### **Auction**

1. Early bird ticket sales was about 50 sold
2. Second round of tickets starting next week
3. Please consider sponsoring a staff member to attend
4. Goal: Net \$20,000
  - a. Need volunteers to collect donation items, especially at check-in
  - b. Need class baskets and class art as part of plan
  - c. Need ideas to make money out of thing air (ie: COY Amazing Race)
  - d. 180-210 max attendance
5. Food discussion:
  - a. 3 hours of open bar (indicated via wrist bands)
  - b. Small plates passed; discussion on seated dinner
  - c. Parkway Grill afterparty with karaoke
6. Class baskets, time with teacher, specials teachers, pull the fire alarm (Lead the Fire Drill), ideas like ride in a police car to school, Amazing Race, Minute to Win It, American Girl Tea Party, Color Escape to escape the art room

## Treasurer's Update

1. Current account balance: \$50,482
  - a. Does not currently include any read-a-thon
  - b. Still means we need about \$50,00 for the rest of the year to meet our goal/budget
2. Bingo license will be purchased so PTCO can run things where there is a chance to win
  - a. \$100 annual fee
  - b. \$500 to sit into the special bank account
  - c. Request to bring back bingo nights with concessions, pizza, and acts as a fundraiser and community night

### 2022-2023 Coyote Hills PTCO Budget

	Budget		
	Income	Expense	Net
Amazon Smile	\$ 400.00	\$ -	\$ 400.00
American Furniture	\$ -	\$ -	\$ -
Auction	\$ 20,000.00	\$ 4,000.00	\$ 16,000.00
Back to School Event	\$ -	\$ 200.00	\$ (200.00)
Book Fair	\$ -	\$ 500.00	\$ (500.00)
Box Tops	\$ -	\$ -	\$ -
Cash Reserve	\$ -	\$ 3,000.00	\$ (3,000.00)
Community Partnerships	\$ 5,000.00	\$ -	\$ 5,000.00
Donation Drive-Company Match	\$ 500.00	\$ -	\$ 500.00
Fun Run	\$ 45,000.00	\$ 5,500.00	\$ 39,500.00
Grocery Cards	\$ 4,500.00	\$ -	\$ 4,500.00
Hospitality	\$ -	\$ 2,000.00	\$ (2,000.00)
Milkcaps	\$ 100.00	\$ -	\$ 100.00
Pastry with the Pack Event	\$ -	\$ 1,000.00	\$ (1,000.00)
PTO Expenses	\$ -	\$ 2,000.00	\$ (2,000.00)
Read-a-Thon	\$ 20,000.00	\$ 2,500.00	\$ 17,500.00
School Wide Grants	\$ -	\$ 72,500.00	\$ (72,500.00)
School Wide Grants Supplement Due to Supply Issues in 2021-2022	\$ -	\$ 3,300.00	\$ (3,300.00)
Spirit Wear	\$ 4,500.00	\$ 3,500.00	\$ 1,000.00
<b>Grand Total</b>	<b>\$ 100,000.00</b>	<b>\$ 100,000.00</b>	<b>\$ -</b>

## Easy Money Program Reminders

1. Amazon Smile – shutting down
2. King Soopers shopper card- Focus on that for parents, family members to set it up
3. Longmont Dairy Milk caps
4. American Furniture Warehouse
5. No longer collecting box tops

## Grant Discussion

1. School Priorities
  - a. Para-educator funding \$57k
  - b. Great that we have at least met this and can fund this grant request

## **Volunteers Needed**

1. Board members needed:
  - a. Historian
  - b. Disbursement treasurer (for 23-24 year)
  - c. President (Amanda rolling off, need someone to train under Kelly)
2. Committee Needs: Community outreach, New student support
  - a. New student support role has never been filled but could be a liaison to the community and the new family
3. Event volunteers:
  - a. Fun run, auction, read-a-thon, book fair, dance, carnival
4. We are open to new ideas and are open to new ways to make money
5. Parents can send an email to volunteer or message on the Band app

## **Open Discussion**

Electrical sign/marque discussion – COY doesn't have the electrical infrastructure without it being challenging to install; issue with zoning and problems in the city (may be housing)

## **Next Meeting**

General meeting: April 4, 2023 @ 7:00 pm

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## **Special Addition to the Minutes via 2/22/23**

- Emergency vote to allocate \$499 to the teacher appreciation budget
  - Jason motioned
  - Kat seconded
  - All in attendance voted yes: Hillary, Amanda, Jason, Kat, Casey, and Kelly