

**Polaris PTO  
Monthly Meeting Minutes  
January 9, 2017**

In Attendance: Anne Sterrett, Principal; Tim Kirkland, Chair; Stephenie Falcone, Secretary; Megan Webber, Treasurer; Colin Lamb, Vice Chair; Melanie Chenard, Website Calendar; Kara Chitwood, Volunteer Coordinator; Vanessa Pierce, Fundraising Chair; Cedra Goldman, RTV Chair; Kris Heilbron, teacher; Meg Freidman, Communications

1. Call to order
2. Motion to adopt meeting minutes from 12/5/16, will approve in Feb.
3. Board Reports:
  - a. Chair's Report – Tim
    - i. Please consider helping solicit for RTV
  - b. Vice Chair's Report – Colin
    - i. No report
  - c. Treasurer's Report – Megan
    - i. Total number hasn't changed but we are up \$29k for the year, had a big Colorado Gives Day. Just gave Anne a check for \$30K to pay for paras, so back to zero.
    - ii. Steam payments this year to pay for elective- Mini Masons
    - iii. Paid equipment support, wireless mic system
4. Committee Reports:
  - a. Volunteer Committee – Kara
    - i. Haley is working on quarters 3 & 4 Random Acts of Kindness, green committee for be kind to the earth for 4<sup>th</sup>, something to tie in with Valentine's Day party for the 3<sup>rd</sup> quarter.
    - ii. Talent night, 20 spots, 10 filled. Will put communication out to room parents and e-post. 5:30pm 8pm Thurs Jan 26th
    - iii. Staff appreciation on the 18<sup>th</sup>, sign up is out for that
  - b. Fundraising Committee – Vanessa
    - i. Colorado Gives Day \$20,665! Plus pool money from incentive, just over \$21K!
    - ii. For everyone who gave via check to annual fund through Dec 31<sup>st</sup> sent them a tax receipt. We don't do them for Jog-a-thon. CGD sends automatic receipts, RTV will be next one.
    - iii. What about ACH people? That should be in there too.
    - iv. The big reveal! Polaris rocket thermometer! Cost \$12!
    - v. We are at about 58% now, will update monthly.
  - c. Communications Committee- Meg
    - i. Remember that e-post is going out the Wed after MLK Day.
    - ii. Melanie and Anne and Meg are meeting this week about the website. Will reach out to stakeholders as needed.

- d. Romancing the Vine – Cedra
  - i. Next meeting is on Wednesday at 7pm at Little Machine.
  - ii. Things are starting to come in, might come through the front office.
  - iii. Got tickets to Disneyland! Working on flights.
  - iv. Might bid on package for staff appreciation week, in-house chair massage, coffee, etc.
  - v. Communicate to parents the big ticket items that will be available, online live auction items, buy-a-shares. Maybe a link doc on the e-post beforehand, link to buy tickets, sponsor teachers, will need to rsvp by March so we can sell those tickets otherwise.
  - vi. Kids class art projects will be available for sale.
- e. Electives- Melinda
  - i. Melinda's volunteer who's been sorting kids electives has been putting in 40 hours, can't do that any longer. Looking into class scheduling software.
  - ii. Put out in e-post, maybe a parent in the community has a solution
- 5. Principal's Report – Anne
  - a. We have a list of qualifying people in the feeder area, will invite them to a tour, have 6 tour dates available, 1 is already filled. Looking for Spanish interpreter for one prospective parent, tours are on Wednesdays
  - b. Teacher leadership and collaboration- we can just have one, staff have a preference to go slow.
    - i. Option 1 is to have 1 team lead, half time in the classroom, cost is \$10K.
    - ii. Option 2 is 1 team lead, half time GT floating classrooms, cost is \$16K and it's an extra \$6k that can be absorbed by the school.
    - iii. Option 3 is 2 team leads, 2 job shares, \$20K. The committee decided option 2 was the best option. This will be starting next year.
- 6. Teacher's Report – Kris
  - a. Committee to start donations for teachers. Tim will send an email this week including people who want to collaborate on process for teachers to reach out for more support i.e. Donors Choose, PTO wish list.
  - b. Interested people on the list are Jamie, Vanessa, Anne, Megan, Kris, Stephenie, and Meg and Kara would like to be cc'd.
- 7. Unfinished business-
  - a. Jordan Ramsey working on Community Dinners
    - i. If you have any restaurants to suggest send to Kara
    - ii. 2 dinners this semester possible
- 8. New business –
  - a. Colin
    - i. Denver Teacher Awards – no further movement on that, due Feb 1<sup>st</sup>
    - ii. Also a place for a parent volunteer award
  - b. Anne

- i. Mike Johnson our board member representative, wants an audience with PTO
    1. Would be a good time to bring up SPF and mill levy
    2. Invite whole parent body to attend – put in the next e-post, maybe overlap with CSC? He may just want to meet with leadership.
9. Adjournment – next meeting February 6, 2017, Colin will be leading next meeting. Will start an hour early, so Mike Johnson can speak at 5pm, PTO will start at 5:30pm.