

# PTO Meeting

Monday, December 2, 2019

6:00 pm

Polaris library

## Minutes

1. PRESENT:
  - a. Melanie Chenard- PTO Chair
  - b. Beth Fleming- Auction Chair
  - c. Parker Fleming- Treasurer
  - d. Julie Gladnick - Secretary
  - e. Amy Odell- Principal
  - f. Melanie Lundeen- Room Parent Chair
  - g. Kris Heilbron- 4th Grade Teacher
  - h. Camille Osbourne-Roberts- Fundraising Committee
2. November Minutes approved
3. Principal's Report - Amy
  - a. Thank you to PTO for staff gear
  - b. Amy would like to start 'Spirit Days' (ie: wear your gear on Fridays!)
    - i. Buy gear via Shopify!
  - c. Thank you for all of your help for the Thanksgiving celebration!
  - d. School will be experiencing a financial hit next year as a result of increases in teacher salaries. Projecting to feel a loss of 35-40k next year. Amy has already moved money forward for next year, so that it will feel relatively the same. However, this time next year, we will not have that 35-40k to move forward into 2021-2022. Considering Para schedule, supplies and materials and professional dollars. Talking about how PTO can support the hit moving forward. Amy will discuss further at next SLT meeting this month and circle back with us in January.
4. Treasurer's Report- Parker
  - a. Monthly financials
    - i. Checks written for paras and electives coordinator, STEAM
    - ii. (Amy asked for the last of the checks from PTO to go out by April each year)
    - iii. Parker noted 30-40% deficit on annual fund from last year
      1. Push for donations on CO Gives Day on 12/11/19 to help catch up

- iv. STEAM and ARTS also has spent \$1400 of \$10000
  - v. Moving savings account to high yield account (for instance Goldman Sachs has a 1.7% to help us earn more interest). Jessica and Parker continuing to look at pros and cons and will circle back.
5. Committee Reports:
- a. Fundraising- Camille spoke to communicating upcoming deficit to help encourage need for donations. Amy will work with team on how to communicate (video series possibly?) specifics and needs to families.
    - i. Auction- Beth
      - 1. Saturday March 21st at NOVO
      - 2. 5 subcommittees- 22 people signed up to help. Hoping for more volunteers. Need more solicitation help! Hoping to have all items in in February to organize via Handbid
    - ii. Corporate Sponsorship- need update re: total
  - b. Community
    - i. Dine & Donate- 12/9 at Next Door Stapleton- looking for a new volunteer to plan dine & donate nights for 2020.
    - ii. Talent Night - 2/6- meeting this week
    - iii. Gear - shopify up and running to make ordering easy!
  - c. Communications - Melanie reported for Nicole
    - i. E-post this week, possibly another before 12/10
6. Teacher Report - Kris Heilbron
- a. Will talk to STEAM folks for more requests
7. Chair Report - Melanie
- a. Follow up on something to replace Bookies. Gail had ideas to do a possible Read-a-thon, month of February (Love of Reading?) on a Friday in between elective sessions.
8. Unfinished Business
- a. Indoor and outdoor recess equipment
    - i. \$1270.04 minus 20% needed for outdoor storage shed, cones, balls
  - b. Chairs - chairs and racks for the auditorium
    - i. About \$5000- will email board for motion
  - c. Games for indoor recess- estimate to come
9. Adjournment - 7:15 pm

Polaris PTO, Inc.  
Statement of Operations  
November 2019 Report  
Fiscal Year 2020

	Month Ending 11-30-2019	5 Months Ended NOV 30		Approved Budget FY 2020	ACTUAL FY 2019	Comments FY 2020
		FY 2019	FY 2020			
<b>INCOME</b>						
Annual Fund	\$ 7,651.04	\$ 17,794.00	\$ 12,193.99	\$50,000.00	\$47,107.91	
Jog-A-Thon (net)	\$ 14,123.10	\$ 33,454.00	\$ 33,277.67	\$32,000.00	\$33,504.28	
The Auction (net)	\$ (108.35)	\$ 305.00	\$ (2,108.35)	\$35,000.00	\$41,165.00	Printing of flyers volunteers
Talent Night (net)		\$ -	\$ -	-	\$102.00	
Grocery Cards (net)	\$ 785.30	\$ 590.00	\$ 1,539.69	\$3,000.00	\$2,806.00	
Community Dinners		\$ 293.00	\$ -	\$2,000.00	\$2,805.88	
Edukit	\$ (630.00)	\$ 2,176.00	\$ 1,576.58	\$2,000.00	\$1,889.15	
Interest	\$ 16.69	\$ 81.00	\$ 88.50	\$200.00	\$189.36	
Yearbook(net)		\$ -	\$ -	\$3,000.00	\$7,057.59	
Gear/T-Shirts (net)	\$ (550.07)	\$ 646.00	\$ 351.42	\$700.00	\$653.57	Gear deposit, gear purchase, Ca
Misc	\$ 93.71	\$ 171.00	\$ 178.72	\$700.00	\$892.00	Amazon Credit
<b>TOTAL INCOME</b>	<b>\$ 21,381.42</b>	<b>\$ 55,510.00</b>	<b>\$ 47,098.22</b>	<b>\$128,600.00</b>	<b>\$138,172.74</b>	
<b>EXPENSES</b>						
Paraprofessionals	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$90,000.00	\$90,000.00	
Electives	\$ 616.46	\$ 1,470.00	\$ 1,109.08	\$9,000.00	\$6,987.00	
Elective Coordinator	\$ 3,000.00	\$ 2,000.00	\$ 3,000.00	\$10,000.00	\$8,000.00	
Equipment Support		\$ 78.00	\$ -	\$3,000.00	-	
STEAM/Arts & Science	\$ 551.89	\$ 4,373.00	\$ 1,407.95	\$10,000.00	\$9,536.00	
Staff/Volunteer Gifts		\$ 325.00	\$ 500.11	\$1,000.00	\$1,073.00	
Bank & Processing Fees	\$ 151.99	\$ 665.00	\$ 248.59	\$1,500.00	\$1,155.00	New Checks
PTO Childcare/Meetings	\$ 60.00	\$ 90.00	\$ 60.00	\$300.00	\$621.00	
PTO Events		\$ 75.00	\$ 245.00	\$500.00	-	
PTO Marketing		\$ 24.00	\$ -	\$200.00	-	
Principal Events		\$ -	\$ -	\$500.00	-	
Music/Band	\$ 198.00	\$ 717.00	\$ 198.00	\$500.00	\$569.00	
Library/Bookies		\$ -	\$ -	\$500.00	\$292.00	
PE/Gym		\$ 443.00	\$ -	\$500.00	\$380.00	
Art		\$ -	\$ 292.50	\$500.00	-	
Directory Ads		\$ 398.00	\$ 398.00	\$400.00	\$398.00	
Other		\$ 48.00	\$ 332.36	\$200.00	\$172.00	
<b>TOTAL EXPENSE</b>	<b>\$ 34,578.34</b>	<b>\$ 40,706.00</b>	<b>\$ 37,791.59</b>	<b>\$128,600.00</b>	<b>\$119,384.00</b>	
<b>NET INCOME (LOSS)</b>		<b>\$ 14,804.00</b>	<b>\$ 9,306.63</b>	<b>\$-</b>	<b>\$12,352.63</b>	
<b>BEGINNING NET WORTH</b>	\$ 247,978.05					
Net Income (Loss)	\$ (13,196.92)					
Other Changes	\$ -					
<b>ENDING NET WORTH</b>	<b>\$ 234,781.13</b>					
<b>COMPONENTS OF BEGINNING NET WORTH</b>		<b>Components of Ending Net Worth</b>				
Operating Cash	\$ 36,589.40	\$ 33,375.79				
Money Market Account	\$ 211,088.65	\$ 201,105.34				
Petty Cash	\$ 300.00	\$ 300.00				
PayPal	\$ -					
<b>Total</b>	<b>\$ 247,978.05</b>	<b>\$ 234,781.13</b>	\$ -			
<b>LESS: PTO Designation of the Above Net Worth</b>						
Current Year Contractual DP	\$ (90,000.00)			Three installments \$30k		
Current Year Electives	\$ (19,000.00)			\$10k coordinator + \$9k resources		
STEAM	\$ (10,000.00)					
2019-2020 Contractual DPS	-					
2019-2020 Electives Commit	-					
<b>Emergency operating rese</b>	<b>\$ 128,978.05</b>					