

I. Called to order at 6:35PM

II. Minutes are Approved

III. Agenda is approved

- Araceli Acosta from the Beaverton Library (See Open Forum).

IV. PRINCIPAL'S REPORT - Stacy Geale

Vice Principal - *Toni Rosenquist*

- Principal and Vice Principal absent from meeting.

V. TEACHERS' REPORT - Sarah Widmer

- Teachers feel the book fair went well and appreciated the work the PTO put in.
- Sarah Widmer will take the lead requesting/collecting thank you cards for Rotary Club. It was suggested several individual cards rather than 1 large card would be best in order to hand out to several rotary individuals.
- In choosing the rotary recipients from the class, one teacher drew their names from the golden ticket box. Sarah Widmer will suggest this as an option for teachers if they are concerned identifying these students in need.
- Overall the teachers and administration see a positive shift in PTO-teacher collaboration. As it was one of the PTOs focus points this year to build a community they wanted to let the board know they are seeing this happening.
- Teachers would like to know who to bring reimbursement questions up to. Send inquires to Treasurer Jennifer Lieb (treasurer@beaveracrespto.org).

BOARD MEMBER REPORTS

VI. TREASURER'S REPORT - Jennifer Lieb

- Starting Balance of \$25,704.74. We had \$5,848.67 in checks/payments cleared, and \$1,155.38 in deposits for an ending balance of \$21,011.45
- Beaver Dash Final Reconciliation: Total Revenue \$23,322.20, with \$5,156.10 in expenses. Net Profit is \$18,166.10. This is \$866.10 more in profit than the \$17,300 that was originally budgeted.
- Preliminary Book Fair reports are showing we brought in \$1,588 in profits. Additionally, we used \$905.90 in Scholastic Dollars. This included teachers buying books (the 20% teacher discount was charged to Scholastic dollars), volunteer vouchers awarded each shift to our

volunteers and the PTO spending approximately \$10 on books for each teacher from their wish list. A final reconciliation will be reported at the January 9th meeting.

- Amendment to budget: FT/PT Staff allocation of \$100/\$50 respectively for 12 Full-time and 2 Part-time non-teaching staff to be used for supplies would include an additional \$1300 to the budget. Vote to Amend the budget was passed unanimously.

VII. VICE PRESIDENT'S REPORT - *Jeanie Zamarripa-Lee*

Book Fair

Overall it was a great event. The PTO learned a lot from this event and will use this to improve for the next book fair. This year the administration changed the operating hours to before/after school.

- Some Volunteer miscommunications caused shifts to be missed
- Teacher wish list bins that were not filled prior to opening night missed out on people wanted to purchase books for them.
- With only being open for 1 hour in the mornings there were so many children, many of whom brought bags of change to be counted, this caused delays in getting them through and back to class in a timely manner consequently many children were still at the fair until almost 9:20 every morning.
- Rotary recipients attempted to use their vouchers for toys and not books. New vouchers will be printed specifying book only.
- A teacher commented that many times 5th graders help children count their money and verify they have enough while waiting in line for the student store. The PTO could utilize this option. Possible change counters and helpers to assist kids choosing books.
- Next time include a better organized "value table" for lower priced items.

VIII. VOLUNTEER COORDINATOR'S REPORT – *Jessica Giberson*

Movie Night

- Volunteers are needed for the next Movie Night January 19th.
- PTO is providing coloring activities to keep kids occupied and not running around during the movie.
- People can bring their own chairs, cushions, and food.
- We need help to make this a success so spread the word. It is a free event intended to build the community by bringing together families to a safe, family oriented event.
- Teachers can also be involved and bring their families. It would be a great alternative to interact with the children outside of a classroom setting.

IX. PRESIDENT'S REPORT - *Heather Jespersen*

- New Bylaws voted and approved
- Board members are receiving new positions and emails. A new contact list will be uploaded to our website and sent to the staff directly.
- December 17th, 1pm – 5pm, is the Spring Planning Session. The board will be reviewing the fundraising and enrichment events scheduled for 2018 as well as discussing the lessons

learned for the Welcome Back to School night, Beaver Dash and Book Fair. Updates will be reported at the January meeting.

X. OPEN FORUM

Araceli Acosta

- Youth Service Outreach Specialist for the Beaverton Library.
- Spending time at the school providing reading tips and promoting the resources that the library provides in English and Spanish.
- Wanted to meet with PTO to share the school services and Ideas for outreach *see flyer she provided
- Could be involved in Career Day, STEM night, Kindergarten Round Up, and the Summer Reading Program to name a few.
- She provided a survey for what library services are desired. Anyone can take this survey online to help the library improve.
- Services like :
 - Brain Fuse - Free online tutoring K-12
 - World language book collection
 - All children's books and audiobooks are fine free
 - Youth Access Card is fine free and allows kids to check out up to 5 books and audiobooks. For 0-12th grade levels.

Bridey Monterossi

- Thank you to the board for their hard work and teacher gift (gum).
- She received the Target grant for \$700 but the money will not be released until January so she will need a check in advance of her field trip to cover the costs.
- Dollar Days fundraiser was scheduled for April 13th. Administration canceled it due to Arts for Smarts on April 12th. A lot of products and services had already been received and are currently being stored. PTO would be willing to sponsor the event and put it on at a later date. More discussion is needed.
- Winter Choir concert needs to be promoted. PTO will announce it on Beaver Acres PTO Facebook page to help gain attention.
- February 21st is the 1st grade concert.
- March 22nd is the 3rd grade concert.
- Dance - Grant can cover \$386 of cost. The PTO requested Bridey send an email to Jennifer, the Treasurer, updating them on all requested funds.
- Band for the dance requires a signed contract. Norman Sylvester is reserved for May 3rd.

XI. BREAKOUT SESSIONS UPDATE

Carnival Update (May 18th)

- Alexis contacted several approved food vendors. There was some confusion over health permits. Food trucks and similar vendors may be the best option so permits are not an issue.

- Need a workable head count to tell vendors
- Need a reliable way to count attendees this year.
- Passports are favored over smaller prizes at each booth. Kids can collect stamps at each booth and turn passport in for a prize at the end of the carnival.
- 2-3 booths per grade level seems doable
- A sign up list will be sent to teachers
- Separate Carnival committee meetings will be scheduled.
- Directed emails and paper slips going home can remind parents to complete background checks so they can volunteer.
- A laptop can be set up at movie nights to help sign people up for background checks.
- A chairperson is still required.

Scrip and Box Tops

- Could send out more information on possible ways to use Scrip to help keep within your family budget.

XII. BREAKOUT SESSIONS

- No breakout sessions occurred for this meeting

XIII. ADJOURNED at 7:36 pm

IMPORTANT DATES:

Dec. 14th: Choir Concert

Dec. 21st-Jan 3rd: No School

Jan. 9th: PTO Meeting

Jan. 15th: No School

Jan. 19th: Movie Night

Feb. 2nd: No School

Feb. 6th: Dining Night Out: MOD PIZZA