



PTO MEETING MINUTES

Tuesday, April 7, 2020

ATTENDANCE (7):

Christy Cuddy, Cami Mitzen, Lolitta Schultz, Paulett Greer-Sutton, Jennifer Armstrong, Emily Daines, Krista Puruhito

UPCOMING PTO EVENTS:

4/30 Final PTO Meeting

5/1 Principal Appreciation Day

5/1 Spirit Shirt Deadline

5/4-5/8 Teacher Staff Appreciation

5/4-5/8 Spirit Shirt Voting

TREASURER REPORT: Current Balance \$39506.12

TEACHER REQUESTS:

1. Thinking Maps Program: teacher and student training program designed to foster critical thinking skills. Potential amount needed: \$1500. Discussion tabled until next PTO meeting. Christy is looking into additional sources of funding.
2. 6th Grade Field Trips: Due to COVID-19, field trips have been canceled for the remainder of the school year. If the checks have not been cashed, the money will go into the budget for field trips for the 2020-2021 school year.

BUSINESS ITEMS:

1. Fun Run Summary:
 - a. Total collected: \$47035; Total uncollected: \$5612. Email were sent shortly after spring break reminding parents to send in their pledge donations. Christy to check the school's mail to see if there are any checks that were sent through the mail. Once this is determined, the pledge collection for Fun Run will be closed out by Friday April 10th.
 - b. Teacher Incentives: Amazon gift cards were mailed or emailed to the teachers that won the incentive.
 - c. Last Prizes: When students are allowed back into school to collect their belongings, PTO to handout remaining student prizes. Krista volunteered to deliver to teacher classrooms.
2. T-Shirt Contest
 - a. May 1st is the deadline to submit drawing for T-Shirt. Online voting begins May 4-8.
 - b. Have teachers promote T-Shirt drawing contest as an optional activity in their Google Classroom.
 - c. Revised newsletter to go out next week.
3. Teacher/Staff Appreciation



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- a. Have students submit a favorite photo to the Highland Arts PTO email. These photos will be put into a video montage. Krista has program to create montage. Deadline for submittal is April 26th. Include this event in the Newsletter.
 - b. Teachers and staff will be given a \$10 gift card from Gyft. Need a current email list of all staff. Christy to send a soft copy.
4. Birthday Surprises
- a. Refunds need to go out on all surprises that were not completed due to COVID-19 shutdown. Krista to get the birthday folder from school. Paulett to refund online orders.
5. Shade Structures
- a. All construction and operations are halted due to COVID-19 shutdown.
 - b. Krista to get a new quote for shade structures. Current quote is now 2 years old.
6. Event Idea Survey
- a. Krista went over the results of the survey. See attached.

Next Meeting: April 30th at 5:00 pm via Zoom