



RIGGS ELEMENTARY PTO GENERAL MEETING MINUTES

PTO BOARD MEMBERS

*PRESIDENT- ERIN RISNER *VP FUNDRAISING- MICHELLE QUIROGA
*VP COMMUNITY EVENTS- JEN WALSH & MELISSA VANGEMERT
*TREASURER- LINDSEY WHEELER *SECRETARY- TANYA WAGNER

Monday, August 8th, 2022- 2pm | Riggs Elementary | Meeting called to order by President Erin Risner @ 2:02pm

Attendees: Candice Gould, Julie Baumann, Melissa Vangemert, Kim Groller, Janelle Loss, Brittany Vincent, Meagan Barnes, Jen Walsh, Nicole Partusch, Jamie Lander, Sara Marianella, Karri Sands, Amy Fernandez, Michelle Morris, Margaret Salkind-Wagner, Vanessa Riggs, Stephanie Cummings, Ashley Carbonatto, Erin Risner, Lindsey Wheeler, Tanya Wagner, Michelle Quiroga, Chari Reynolds

**Note: Black text follows agenda distributed at the meeting, red text is discussion during meeting.*

****Meeting Minutes Pending Approval At Next PTO Meeting****

1. Welcome- shout outs-

- Lindsey Wheeler for revamping the budget for the new school year & Michelle Quiroga for her hard work with our new home grown fundraiser, Raising 4 Riggs!

2. Review and approval of April Minutes - The minutes from 4/11/22 were distributed & approved.

3. PTO Board Reports

◦ President- Erin Risner

▪ Board Member Introductions-

- Erin Risner- President, Lindsey Wheeler- Treasurer, Michelle Quiroga- VP Fundraising, Jen Walsh & Melissa Vangemert- VP Community Events, Tanya Wagner- Secretary

▪ Gifts to school- Kinder shade structure & water bottle filling station- approved by district!

- Shade structure to hopefully be installed over October Break.
- New Art Room

▪ Art Room Update

- Room uses: Teachers to utilize for art as well as Art Masterpiece. Supplies will be separate
- Schedule a time to move Art Masterpiece supplies into room

▪ Ecwid

- New way to pay online/ will use for Raising for Riggs check-a-thon in September
- 2nd grade spirit shirt sale- On website utilizing Ecwid for first use.

▪ Stock the Staff Lounge

- Tons of donations and \$895 cash- Update is \$1,045.00
- Vote - What to do with the cash- Buy soda & survey sent out for special food/snack requests (allergies)
 - \$500.00 to give towards next stock the lounge & the rest for Staff Appreciation event in May.

◦ VP Fundraising (sponsorships)- Candice Gould

- School Sponsor update- 8 Gold Sponsors - early bird special prior to start of school that included vertical banners that will be displayed at all events. Awaiting on banners to hang out front.
- Different sponsor levels were discussed and more info on the PTO website.

◦ VP Fundraising (events)- Michelle Quiroga

- Raising for Riggs update - Kickoff September 9th & a sample of the collection envelope was shared.
 - 100% stays at Riggs- \$80,000 goal- (Apex Fun Run pending results)
 - Home grown fundraiser- need parents help to share the links with family & friends on social media.
 - Class prizes daily and teacher incentives. Overall earner prizes and overall family VIP experiences.
 - Technology (Smart Board LCD TV's for each classroom)& New Books for Library.
 - An online pay link will be available on the PTO Website.

- Communications: A video will be created and shared with students at school and will be shared with parents discussing fundraiser with visuals. A parent letter will accompany the R4R fundraiser envelope. Social media content or link will be shared to assist parents to copy/paste. #R4R
 - VP Community Events- Jen Walsh and Melissa Vangemert
 - Back to School at the Pool- Success! Booking for next year
 - Donuts with Grownups- Sept. 30th- Will be held outside with multiple food lines & photos further back.
 - Picnic style for families to bring chairs/blankets. Some tables will be setup.
 - Boots and Beauties- Nov. 4th
 - Boots and Buddies- March 3rd
 - Donations from companies- Winco \$300, Bashas, etc. Keep eyes & ears open if there are possibilities.
 - Jamie- CUSD Connect Ed- Partnership with companies in the area. Staff will be surveyed for needs.
 - Treasurer- Lindsey Wheeler
 - Budget update- Budget was distributed to attendees. 1 bank account to manage this year.
 - \$25,000 roll over each year from PTO to teachers for start up funds.
 - Secretary- Tanya Wagner
 - Staff Favorite Listing is in the process of being updated with new staff and moves!
4. Committee Reports
- Staff Appreciation- Stephanie Cummings
 - Welcome Back staff lunch- success Salad and Go!
 - Staff B-Day Gifts- Ultimate Harkins Movie Pass- Partial were donated by Harkins to help with cost.
 - PT Conference Dinner- Aug. 25th- Barro's Pizza, Salads, and drinks.
 - Sept. -Breakfast: Muffins, Bagels, coffee donated by Starbucks Oct. -Thinking of small gift in box.
 - Spirit Wear- Lauren Montoya and Hadley Myers
 - Spirit wear sale ended August 3rd. 139 items sold \$1,244.73 profit. Ready for pickup next week.
 - Restaurant Nights- Janelle Loss
 - Bahama Bucks \$273.35
 - Subway/Zoyo August 24-25 -Gift card pre-sale forms August 12-19th.
 - Cold Beers & Cheeseburgers/Caddie Shack Shop Night (10% of sales merchandise only)- Nov. 15th
 - Art Masterpiece- Julie Baumann
 - Working on putting schedule together in Calendly an online calendar that everyone can view.
 - Training will be on 8/30 at noon in room C9. Learn how the district oriented program runs.
 - 6 lessons - will start after fall break. All lessons are on google slides and can't be shared.
 - Assistance will be needed to stock bins with supplies after/before lessons.
5. Principal Report- Jamie Lander
- District wide safety- All classroom doors locked when students are in room & everyone wears badges.
 - Staff 3 new positions: Nicole Partusch-Counselor, Para for behaviors/transitions, & Reading teacher (Esser)
 - Rollout Initiatives:
 - 1-Arts Integration- Teachers add art within their day & received a full-day training & 2 upcoming.
 - 2-Positive Behavior Intervention Support (PBIS)- Common Language pre-K-6th. Any adult seen the same -Level 0 Voice: Quiet.
 - Rewarding kids with Care Tickets- once a month, parent volunteers to roll cart thru w/prizes/trinkets.
 - Student Council/Teacher Representation- Sara Marianella
 - Tiffani Norton will be student council assistant. Election paperwork out this week & Officers by 8/30.
 - Spirit Weeks- Student Council picks the weekly themes.
6. Next General PTO Meeting- Monday, November 7th 2:00pm- Room C9
7. Questions 8. Adjourn @2:56pm *Meeting minutes compiled by Tanya Wagner- Secretary