

Doral PTSO first meeting of 2017/2018 school year  
July 11, 2017 6:30 PM  
Zerger Elementary School  
9050 Field Street, Broomfield, CO 800021

**Attendees:**

Board:

- Lauren Cagle: President
- Open: Vice President
- Heidi Hallowell: Secretary/Notetaker
- Clark Pope: Treasurer

Doral

- Katie Ellison, Office Manager

Parents:

- Katie Prizner
- Asia
- April and Clayton Summers
- Wendy
- Stephanie
- Alicia
- Jayneh Jackson
- Josh and Danielle
- Lauren
- Shukla
- Andrea

**Called to Order at 6:40 PM**

**Agenda Items**

**1. Introductions**

- Lauren explained \$10 dues for PTSO and what it is used for
- Katie explained that PTSO involvement counts toward 30 volunteer hours

**2. Treasurer's Report**

- Opening balance 4259.87.
- Outstanding check coming from KS of \$292.09. Totals to 4551.93.
- \$372.65 from student council. 250.00/hr for CPA used by all the charter schools.
- Clark will be going with Katie to see a CPA used by area charter schools
- Question about how we spend PTSO money last year. Lauren explained our violin purchase, Field Day t-shirts

- We spread the money out across a lot of things.
- Katie explained how to use KS cards for clarification. Can use for ClickList. Mentioned King Soopers outreach with booth and chocolates.

### **3. Principal Notes**

- Principal in process of moving. Not at meeting.

### **4. Open PTSO Board Positions**

- Cheryl Chapman going to another school, so stepping down from VP role.
- Heidi Hollowell will step into the VP position.

*Motion for Heidi Hollowell to be made VP by Clark Pope  
Katie Ellison (stepping in since we did not have a board quorum with Cheryl not in attendance)  
seconded  
Motion carries*

- Question about sign-up genius from Shukla. Lauren explained that we have been using it for different activities.
- Katie will ensure that those who haven't been receiving sign-ups will get the e-mails. Sending around sign-up sheet.

*Motion to vote in Shukla to be Communications Secretary by Katie Ellison  
Clark Pope seconded  
Motion carried*

### **5. PTSO Event (BBQ) – August 4**

#### **a. Budget**

- We didn't have a budget last year because Joanie donated resources.
- Should we sell drinks? King Soopers donate water bottles?
- Last year we budgeted for 300 people, maybe overbudgeted a little
- Lauren also shooting for 300, but may be a lot more since enrollment is around 240
- Joanie mentioned \$1000 budget since we aren't buying food. Katie recommended \$1500.
- Lauren recommends same and we can adjust budget next meeting.
- Also rented sno-cone machine last year for about \$250.

*Motion to set budget at \$1500 by Lauren  
Shukla Bahugana seconded  
Motion carries*

#### **b. Setup**

- Will have uniform shop available
- Will have a Meet&Greet on July 22 at 11:00 AM with new principal
- We're planning to flyer the neighborhood (question of how many people to expect)
- Shukla recommended creating event on Facebook
- We have canopies if needed and several people volunteered to bring them.

- Live music suggestion. April's father has a band and suggested they could come and play. April will get back to us.

c. Raffle Items

- Last year we bought food and had it donated
- Lauren has researched food trucks willing to waive their fees
- Dessert trucks need deposit because they are a niche.
- Offered treat bar last year especially to accommodate food allergies, consider for this year
- Lauren brought up raffles from last year which went really well, thinking about doing that again
- Many teachers donated last year. Local dance studio Live Love Dance that loves our school offered free dance classes. Lauren's sister could donate something like a free baking class.
- We have a donation letter that we can pass out when soliciting donations.
- Two raffle donations right now from dance studio and Lauren's sister
- April could donate a family photo session, \$300 value
- Katie passed around a list for e-mail for those not receiving sign-up e-mails.
- Last year's BBQ had raffle tickets \$10 for arm's length, \$15 for height
- Lauren asked for raffle donations to be e-mailed to PTSO. E-mail before July 25 PTSO meeting.

d. Discuss and Set Goals

- Discuss at July 25 meetings
- What did our raffle bring in last year? Silent auction at winter performance brought in \$1500.
- Table this until next meeting as far as expected goals.

e. Donations – What we have, what more do we need?

f. Discuss Contingency Plan

- Contingency plan to come inside in case of bad weather

g. Food Vendors/Options

- Three bids – Infinitus Pie (pizza)  
Big Meltdown (burger)  
Mac & Noodles (will not waive \$1000 fee, so not considering)
- (Lauren says max of 3 food trucks) Infinitus pie is secured
- Reach out to Rezzie's food truck for sandwiches. Asia Mas will contact and get back to us
- Suggestion of bring your own picnic and we'll have free dessert bar of donated stuff
- We have sno-cone supplies, but not a machine.
- There is a sno-cone food truck which could be considered
- Could dessert option be a fundraiser? We are trying to get away from this model, though. – –
- Maybe have a bucket for donations?

*Motion for a deadline on food truck vendor proposals by July 18, 6 PM by Clark Pope*

*Shukla Bahugana seconded*

*Motion carried*

h. Class Supply Lists

- School lists will be available at BBQ and also on the school website.
- There is a Jeffco program for needy families to get free backpack and school supplies.

i. PTSO Booth

- PTSO booth will have spiritwear booth, membership forms, volunteer information and hours

j. Games/Prizes

- Games we had dance and movement, we have a playground this year
- Facepainting (contract out or get our own supplies). Lauren has a quote already. Maybe Mr. Rau could help?
- For every \$10 you spend, get an hour of volunteer time.
- Maybe Emily can do extension of mural because she did not get enough donations.
- Maybe get a bounce house (suggestion)? Usually not too expensive, \$200. Concerns about liability, but Lauren said companies have their own liability. Jayneh will check on these and get back to PTSO. – Joanie said we should have parents sign a waiver for bounce house.
- Maybe a water balloon toss maybe as a game station/water fight station. Would need a lot of balloons!!
- We didn't have prizes last year. Maybe donations from parents or Party City or dollar store.
- Joanie said we could use soccer nets for a game.
- Bean bag tosses
- Donate a painting and have people vote on it.

## 6. Upcoming Events

- School will be Doral Academy of Colorado at Zerger Elementary
- Need Volunteers for PTSO booth. Westy Fest booth. Had 11-12 enrollments from Sand in the City.
- There is a sign-up going around that Katie and Joanie sent out. If you bring people to parent interest meetings, you get credit toward volunteer hours.

## 7.-9.: Tabled Until Next Meeting

*Clark Pope motioned to table items 7-9 for next meeting  
Lauren Cagle seconded  
Motion carried.*

*Motion to adjourn by Lauren until next meeting on July 25  
Seconded by Clark  
Motion Carried*

**Meeting adjourned at 8:00 PM**