



PTO 2025-2026 Officers

President	TBF
Vice President	Jasper Begay
Treasurer	Matt Mavko
Secretary	Taryn Rivera

Minutes by	Taryn Rivera
Quorum	

Agenda Items

1. Call to Order (6:02 pm)
2. Attendance

Matt Mavko	Taryn Rivera	Emily Walls
Cynthia Moss	Katelyn Rose	Chelsea Bruce
Bryan Loveless	Josh Hill	Ellen Ruble
Tia Begay	Kate Morgan	Liz Levine

3. Review of previous month’s board meeting minutes
 - a. Action Item: Approve Minutes from Previous Meeting (December)
 - i. Motion- Taryn
 - ii. Seconded- Josh
 - iii. All in favor- motion passed
4. PTO Business
 - a. Fundraisers
 - i. Letter- Template letter discussed prior to this meeting to solicit donations for staff, PTO, and parents to use
 - ii. Liz drafted the template- thank you Liz
 - iii. We reviewed template-
 - Comments:
 - Tia- 2nd paragraph collaborative approach (reorganize to highlight the “Exploratory” part), then list Deaf and Hard of Hearing.
 - Kate- it would be helpful to add a sentence if one wants to donate money or other: How to steps
 - Add PTO email address and contact information
 - Add Zelle QR code-include memo
 - iv. Liz will edit and reorganize letter to one page



- v. We need a "Thank You" template for soliciting letter- outlines how funds will be used

- b. Review PTO Transition
 - i. We are trying to transition to a 5013c non profit
 - ii. Need someone to follow through on the process before the carnival
 - iii. Wait to send soliciting letter until we can identify as a non profit
 - iv. It will give us more flexibility with our PTO- no money owed to state /membership fees, no training, etc.
 - v. It will make us tax deductible
 - vi. We need a "Thank You" template for soliciting letter- outlines how funds will be used
 - vii. Josh shared PDFs from last year's 2024+ transition
 - forms to be filled out
 - someone needs to be point of contact

- c. Spring Carnival- March 28th 10-2
 - i. Jasper documented committees and sent out via email
 - Jasper- Chairperson
 - Taryn- Volunteers
 - Cynthia- Sales coordination
 - Josh- Concessions
 - Presales/School Staff Coordinator- Ellen
 - ii. Discussion:
 - Do we stick with package sales like last year?
 - Tia said maybe we can mimic spooky fall night (tickets made more money)
 - Katelyn asked if we can presale unlimited/then tickets available at event
 - Presale are \$10 discount
 - Chelsea is willing to help package presale tickets
 - Bryan asked to try to count how many kids participated in each event
 - Too soon to try to sell presale at Curriculum Night
 - Tia suggested more middle school type options (gaming room for Mario Party/Mario Cart)
 - Matt- suggested middle school vs. teachers lightening battle trivia
 - Emily will ask middle school for ideas
 - iii. Insurance:
 - PTO renewed liability insurance (Who do we send it to?)
 - Emily will pass it on to district
 - Reviewed jumping castle companies (Jump Maxx looks good)



5. Treasurer's Report

- i. PTO received a few more walk a thon donation (\$8,071)
- ii. Insurance renewal was \$180
- iii. Tia wants to remind teachers of their allotted money
 - who should send it?
 - Individualized reports
 - Matt suggested after spring break

6. Principal's Report

- i. Enrollment and Staffing:
 - 291 students
 - interview for Health Asst. at end of the month
- ii. Highlights:
 - DIBELS k-3/ iReady- help with k-8 AASA predictions
 - Winter performances
 - Spirit Week
 - Middle School team awards
- iii. Upcoming:
 - Letter grade "B" action plan
 - Enrollment for 2026/2027 (lottery Jan. 20)
 - MS science fair (looking for volunteers)
 - Book Fair-now- 1/21
 - 100th day of school
 - Curriculum Night 1/21
 - Garden work day 1/24

7. Call to Audience- N/A

8. Adjournment (6:52 pm)

- Motion- Josh
- Seconded- Tia
- All in Favor-motion passed

Taunya Rivera

Secretary

2/10/2026

Date of approval