



PTO Board Meeting:

Thursday, April 6, 2026, 7:15pm, Zoom

Agenda:

Attendees:

- Tawnya Thomas, President
- Rachel Pierson, Co-President
- Staci Trinh, Treasurer
- Angela Dewey, Volunteer Coordinator
- Nicole Wieteska, Communication Chair
- Bridgette Macke, Secretary
- Sarah Jones, Principal

- Bottle Drop
- Fun Run
- Carnival
- Open Spots
- Budget
- Sarah's Needs
- Jelly Bean Day
- Walk and Roll
- Yard Cleanup
- Science Fair
- Staff Appreciation
- Kinder Orientation
- Field Day
- Website

Minutes: 7:17

Bottle Drop	<ul style="list-style-type: none"> ● Rachel will be in to work on distributing bags to teachers ● April 15th (W) and 25th (Sat) ● Rachel will double check tonight for volunteers ● Angela will find a truck for each day, she can also help Rachel ● Staci: we have earned more than we thought through bottle drop so far this year, will any go towards 5th grade? ● Yes, we can do that for this one ● We have an additional \$141 in that account ● Tawnya will help on 15th, Angela will help on 25th ● Tawnya will reach out to Michael
Fun Run	<ul style="list-style-type: none"> ● Angela dropped off banner, should be up tomorrow morning ● Put banner up at CHS and about 8 yard ones, and also at the park ● Will get banner on King Road and HVE up this week ● The white signs were a little hard to read when it was really sunny ● Emailed Nelson principal to hang one up there, waiting to hear back ● Angela will make her way out to Canby to get the signs we already paid for

	<ul style="list-style-type: none"> ● We are at 50% for sponsors, Tawnya will reach out to more sponsors, coming up close to the deadline ● 110 for runner sign up
Carnival	<ul style="list-style-type: none"> ● Working on baskets, teacher experiences are in, will start promoting those, will release them 24 hours before (Friday at 4:00) ● Perk of coming is for fun and raffle ● Don't have to be present to win raffle but do have to be there to enter ● Looking for volunteers, Angela has lead on many volunteers ● Rachel will reach out to Les Schwab for popcorn, she will pick it up and keep it until the carnival
Open Spots	<ul style="list-style-type: none"> ● Angela Hillebrand was interested, Tawnya sent google calendar ● Sarah met with her last week, will check in with her tomorrow ● Still would need communications and volunteer coordinator ● Angela will send out email again for those
Budget	<ul style="list-style-type: none"> ● Carnival, 5th grade promotion, fun run - expenses are just about even ● Paid a deposit on a balloon artist ● Stipend is at 36%, hopefully teachers are still trying to figure out how to spend it before the end of the year ● Sarah will check in with Tami and remind them but a lot of teachers use it at the end of the year ● Dine and Donate - Casa Colima brought us in over budget, haven't gotten check from Laughing Planet, Sarah will look through mail tomorrow ● We had planned for second photography session, but are probably running short on time ● 5th grade promotion income from Bottle Drop, may not need a dine and donate ● Kiln costs - spent \$120 of \$600 so far, Sarah will check in with teachers, lots of classes are using it ● PE Rock wall - Sarah has asked 3 times and is still working on it, waiting to hear back and will reach out tomorrow about it and the carpet, had budgeted \$2000 ● If buffer funds are not needed for atrium we can use that money for flexible seating ● Outdoor seating is finished (minus ordering the tables), concrete over planter is done (minus the carpet), keycard access has been moved, Sarah will reach out for updates on those things, when final numbers come in then she will order the flexible seating ● Would be good to get a list of items so that we can use funds this year if possible, may not have as much money as last year

Sarah's Needs	<ul style="list-style-type: none"> Take a look at the indoor atrium, looks amazing! Sarah picked out a dark green for picnic tables that will go outside of the gym, blue wasn't available, indoor planter also looks awesome. Very thankful for all of those things!
Jelly Bean Day	<ul style="list-style-type: none"> April 22nd - staff day for that month? Yes, would be fun! Can use Sarah's office but don't do bowls full of food items due to pests Could also just do a cart
Walk and Roll	<ul style="list-style-type: none"> Friday, May 1 Fire, Safe Routes, City of HV getting back to Angela, Police are in. Crosswalk sting would be best on a Weds or Thurs, Angela will talk to police tomorrow about it Tawnya will get treats with the \$250 we have saved for that Oregon Impact has not gotten back to Angela, Tawnya will try to find a different contact Do other schools do Walk and Roll? Possibly Oregon Trail (just started this year) Should we look at scheduling a different day for next year?
Yard Cleanup	<ul style="list-style-type: none"> Rachel is working on it, will send out emails and contact volunteers Saturday, May 2nd We will provide pizza and snacks We need access to bathrooms, bark, supplies - shovels, wheelbarrows Sarah: Should we ask key club members as well? Could also ask Boys Team Charity and National League Charity Front represents our school and back is used by students, nice to get both of them done Rachel will be there to run it We will order gloves, Rachel will grab drinks and doughnuts, pizza ordered for later
Science Fair	<ul style="list-style-type: none"> 6 projects signed up so far
Staff Appreciation	<ul style="list-style-type: none"> Sarah, Tawnya, and Courtney are meeting on Thursday about it Theme and signs are looking great
Kinder Orientation	<ul style="list-style-type: none"> May 20th, 2:30-3:30 5th graders will help again, new kinders will get a scavenger hunt and then will get a treat at the end Will book Kona for that day or look into other options
Field Day	<ul style="list-style-type: none"> Sarah: still working on it, will be at Nelson Sarah, Renner, and Tami are meeting to talk about logistics and details

	<ul style="list-style-type: none"> • Would it be possible to do a BBQ for teachers at field day? Whole school will eat lunch together • Could extra money be donated for that? Or ask for donations? • Staci thinks we have school spirit money left over that could be used for that, possibly \$1000 left • Food truck?? Could offer that to Nelson teachers as well (they would pay their own, HVE teachers would get a ticket for food) • Does the district allow any sort of blow ups? Just games, not bouncy house or obstacles • Staci: let's talk about the estimated costs at our next meeting to determine exactly how much to spend
Website	<ul style="list-style-type: none"> • Minutes, 25-26 board • Contact us • Bridgette will email Tawnya with Britta Britnell CCed • Google calendar was connected on the old website, offers up to date info, not on the current website • Send updated bio info

Action Item Tracker

✓ Action Item	Task	👤 Point Person	📄 Status
		👤 Person	Not started ▾
		👤 Person	Not started ▾
		👤 Person	Not started ▾
		👤 Person	Not started ▾