
PTO Meeting Agenda

Thursday January 10, 2019

Welcome

Save the Date:

- Next PTO Meeting: February 7th @ 8am in the Innovation Center
- Due to Distance Learning we have moved the PTO meeting to the 1st Thursday of every month at the same time and place.
- To better accommodate parents who are unable to make it to meetings, we will post meeting minutes and a video link to social media and the school website.

Financial Report

Treasurer: Janell Jones

- **Insert Financial Report Here**

PTO funds for field trips: Kelli Haub

- Especially used for capstone year field trips. Specifically 3rd, 6th and Middle School
- Teachers will write requests for field trips outlining the educational benefits.
- PTO leadership and administration will review and approve
- Teachers will collaborate and pass along field trip research to other grade levels

Successes and Thank You's

- Holiday Market Team
 - Thank you to Lauralee Altice and her team. They have reported on the project and deemed it a success. They have also gathered great information about how to go forward in the future.
 - Possible Spring Market: where only the students who create, market and sell their own product will participate.
 - Giving Jars -
 - Paid for shipping for troop care packages and few extra packages
 - Thank you to Ashley Simmons for organizing this project
 - Room Parent Support -
 - Thank you to Shera Taylor for coordinating room parent support for every classroom
 - Also thank you to Shera for creating the School Spirit Tracker
 - Room Parent Pow Wow - Jan 25th 8am - Breakfast Served
 - Invitations have gone out
 - Receive specific details about the responsibilities of being a room parent
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- Advertising A-Frame Board
 - Donated by Kiersten and Sheehan Thomas
 - Will be used in the dropoff and pick up line for school announcements

Book Fair

Committee Chair: Kiersten Thomas

- Read-a-thon Program
 - Jan. 7th-21st
 - To coincide with the read-a-thon program Upper El will be having a DEAR day on Jan. 18th. (Drop Everything and Read day)
 - All pledges must be turned in no later than Jan. 30th
- Start Date for the Book fair
 - Feb. 5th-7th
 - There will be a teacher wish list at book fair where students can gift books to their teacher and classroom
 - There will also be ways to win free prizes at the bookfair
- Will need PTO support to run the bookfair
 - Heidi Brown, Rachel Connett, Lauralee Altice, Natalie Ensign, Shera Taylor, Janell Jones

School Spirit Tracking and Experiences

Committee Chair: Aimee Francom

- First Spirit Experience end of January
 - Potentially the 3rd week of the Jan.
- Mountain Man as our first guest
 - Waiting on confirmation from guest and then the official date will be announced

Communication

- Social Media consolidation in the works
 - The IEA PTO will now only make official posts to the main IEA facebook page, the Ignite Families page and Instagram
 - Announcement will be made via email and social media posts
- Handwritten invitations from kids
 - Example: for the monthly Parent Night (with different themes each month) the students will deliver a handmade invitation home to parents as way of emphasizing the importance of the event
- A-Frame Board
 - utilize students to make signs

- Ideas of what we can do better?

Christmas Market

Committee Chair: Lauralee Altice

- Quick Report
 - The market was a success and much was learned about how to move forward with this particular activity.
 - If you are interested in more details reach out to Kelli Haub at Kahaub@gmail.com

PTO Assignments

- Supplies needed for classroom to support project based learning
 - This will be handled primarily by the classroom room parents
 - Kelli Haub to get a list of materials needed from teachers
 - Consumable materials are needed and will be used in hands on learning projects
 - Watch for more info coming from your individual classrooms
- Recess Supervision Needed 11:30-12:30 each day
 - **RESEND the sign up genius for playground volunteers**
 - Sadly small children CANNOT come w/volunteers
 - Point of clarification: There will always be a paid IEA employee on the playground at all times during the time volunteers are needed.
 - Volunteers will never be asked to supervise alone.
- Book Fair
 - The PTO's only assignment for the Bookfair is to cashier
 - Watch for signup genius for available time slots
- Overnight field trip coordinator
 - Looking for a couple of parents to research and help coordinate the logistics of overnight field trips.
- Positions for next year
 - At each PTO meeting we will display the different PTO positions that we need to fill for next year. Which is currently all of them. Please consider serving at your student's school by serving with the PTO. It is just one more way to become a very informed parent.

Follow-ups From Past Meetings

- Heidi Long to add volunteer tab on the school website
 - Follow up with Heidi to add volunteer opportunities to school website
- Jeff Jensen to update school address on Google Maps
 - Thank you Jeff for updating IEA's address on Google Maps

- Lauralee Altice to check on Bellaview Nursery Marquee
 - Lauralee will continue to check on the possibility of acquiring the marquee
- Box Top Program:
 - One last push for BoxTops so we can receive a check in February.

Follow-ups for Next Meeting

- Heidi Long and Mindy to post about official communication changes through school email, and social media
- Heidi to define what Parent Night is in her weekly email
- Kelli Haub to resend playground volunteer signup
- Kelli Haub to gather list of supplies needed for project based learning

Meeting Notes:

(From the Teachers)

- February will be “Show Ignite Some Love” month.
 - Purpose for raising money: to provide 1to1 technology at Ignite. (every student has access to tech at the same time)
 - Multiple easy ways to contribute to Ignite in February
 - Quotes for Good: provided by Bill Coles at State Farm. For every person who goes online or calls Bill’s office for an insurance quote his company will donate 5 dollars back to Ignite. Contact info: 801-331-8312 or bill.coles.fl27@statefarm.com
 - Wasatch coupon books
 - Feb. 1st school wide assembly
- March will bring an emphasis to reading
 - March 18-22nd will be reading week. Multiple opportunities for community, businesses, and families to support excellence in reading at IEA.
- As parents, and PTO members remember that when we enter into a classroom in progress we enter silently and respectfully as to not distract and disrupt.