

# Meeting Agenda

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**Date & Time**

**September 14, 2021 @ 6:30 PM**

**Location**

**Zoom/ Virtual**

[Meeting Zoom Link](#)

**Passcode 589638**

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## PTO MISSION

Enhance the overall experience for students, staff and families at STEM School Highlands Ranch. Our mission ensures STEM PTO works in partnership with STEM School Highlands Ranch to foster a strong sense of community, provide enhancement activities for students, faculty, staff and families and help increase the educational, social and emotional experience for the members and their families.

### Board Members

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Heidi Peterson	Co-President
Jeanie Brevoort	Co-President
Holly Delants	Co- VP Events
Crystal Wurschmidt	Co- Communications
Aleza Bautista	Co- Treasurer (interim)
Open Position	Co- VP Events (ES and MS)
Open Position	Co- Secretary / SAC Liaison
Open Position	Co- Secretary
Open Position	Co- Member At Large

### Informational Updates

Co-Presidents: Jeanie Brevort has been voted in as Co-President in August of 2021.

Co-VP: Holly Delants was voted in as Co-VP in August from the Spring 2021 nomination.

Secretary: Open Positions for 21/22 School Year

- Co-VP Fall - Open Positions for ES and MS
- Co-Secretary Fall - Open Position
- Co-Treasurer - Treasurer - need one ASAP, current Treasurer no longer can serve post 6/30/2021 since no longer a STEM parent. (We were unable to find a parent volunteer after our current treasurer could no longer serve, therefore, Aleza Bautista was nominated to serve as interim treasurer in August of 2021).
- Co- Communication Fall - Open Position
- SAC Liaison Fall - Open Position
- Aleza Bautista Safety Awareness Training @9/23

## Agenda Items

- Call Meeting to Order 6:30 PM- 6:35 PM
  - President Read Mission Statement
  - Secretary Roll Call
  
- Approve Agenda & Minutes (Aleza) 6:35 PM- 6:40 PM
  - September 2021 Agenda VOTE
  - Review and Approve Unapproved minutes
    - May 2021 (need to verify)
    - Review open positions
  
- Tammy from STEM Center for Strength 6:50 -7:00 PM
  
- Spart Mart Representative 7:05- 7:10 PM
  
- Presidents Report: (Heidi) 7:15 - 7:25 PM
  - Blast Off
    - Family Event for all K-12 families, 9/23, from 4pm-7pm
    - Food trucks
    - Henna Artist
    - Inflatables
    - Dodge Ball
    - Porto-Potties
    - Future Events - more volunteering opportunities
  
- Co-VP: (Holly) 7:30 - 7:35 PM
  - Blast Off - volunteers and the need for ones in future events
  - Restaurant Nights
  
- Co-Communications: (Crystal) 7:35 - 7:40 PM
  - Milk Caps for Moola/Box Tops Contest, details
  - Box tops- update
  
- Hospitality Report: (Jeanie) 7:40 - 7:45 PM
  - October 14th - chili lunch

- Treasurer Report: (Aleza) 7:45 - 7:50 PM
  - Blast Off
  - SecurStorage
  - Budget discussion: Event Breakdown
  - Housekeeping: All PVs need to be submitted ASAP. Please make sure you include the entire receipt. PVs over \$500 require two signatures.
  
- STEM Staff/ Admin Report: (LynAnn) 7:50 - 7:55 PM
  
- Adjournment 7:55 - 8:00 PM

**\*\*Please visit our PTO Summary Newsletter to see more information with what is happening with PTO on <http://stemk12.org/about-us/parent-teacher-organization-pto/>**