

# Meeting Agenda

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**Date & Time**  
**Location**

**October 13, 2021 @ 6:30 PM - 8PM**  
**HS Commons**

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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
Samara Lyon-Frick	Co-Communications (Fall Term 2021)
Aleza Bautista	Co- Treasurer (interim)
Irene Schick	Co- VP Events (ES and MS)
Open Position	Co- Secretary / SAC Liaison
Open Position	Co- Secretary
Open Position	Co- Member At Large

### Informational Updates

PTO Board Position Updates (Fall Term): Irene Schick (VE Events - (ES) and Samara Lyon-Frick (Co-Communications) were voted into their Board Fall Term positions via Executive session, effective 10/1/2021. Terms run through 9/30/2023.

Secretary: Open Positions for 21/22 School Year

- Co-VP Fall - Open Position 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).
- SAC Liaison Fall - Open Position

## 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
  - October 2021 Agenda VOTE
  - Review and Approve Unapproved minutes
    - September minutes 2021
    - Review open positions/nominations/vote (Irene Schick VP, ES)
  
- Presidents Report: (Heidi and Jeanie) 6:40 - 6:55 PM
  - Update on BOD meeting
  - STEM Gives! Campaign Launch, goals
  - Trunk or Treat through Student Government (date, time)
  - Goal this year (community, support our teachers and give back to our stakeholders)
  - DEI Update (Diversity Event)
  
- Co-VP: (Holly) 7:00 - 7:05 PM
  - Future Events - Volunteers
  - Restaurant Nights
  
- Co-Communications: (Heidi) 7:00 - 7:05 PM
  - Milk Caps for Moola/Box Tops Contest, details
  - Box tops- update
  
- Hospitality Report: (Jeanie) 7:05 - 7:10 PM
  - October 14th - chili lunch - needs
  - Boo for teachers and staff - Michelle Horne
  
- Treasurer Report: (Aleza) 7:10 -7:20 PM
  - Budget review Hospitality
    - Ongoing Food \$2700 / Teacher Gifts \$1000 TOTAL \$3700
    - Teacher Programs Food \$8200/ Gifts \$2000 TOTAL \$10,200
    - TAW \$5500
    - Events not in Budget Blast off \$1961.50, Pirates Cove \$2733.75, Community Nights
  - After Prom Boondocks \$35/student 150 minimum (\$5250)
    - Vote to amend budget
    - Events Pirates Cove (\$2500), Blast Off (\$2000), Community Nights (\$2000)
    - After Prom from \$1000 to \$3000 VOTE

- SAC and BOD - Kelly Reyna 7:20 - 7:30 PM
  - Comment
  
- Dr. Johnson 7:30 - 7:40 PM
  - Update (Teacher Grants/New CHASSA Gym)
  
- STEM Staff/ Admin Report: (LynAnn and/or Maura) 7:45 - 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/>**