

September Meeting Agenda



Date and Time:
8PM
Location

Wednesday, September 13th @ 6:30 PM -
Middle School Cafeteria

[STEM PTO Official Website](#)

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

Irene Shick	Co-President
Open Position	Co-President
Allison Everson	Co- VP Events
Open Position	Co- VP Events
Open Position	Co-Communications
Open Position	Co- Communications
Mike Stone	Co- Treasurer
Virginia Wang	Co- Treasurer
Crystal Adams	Co- Member at Large
Claire Smith	Co- Member At Large
Heidi Peterson	SAC Liaison
Stacey Pare	Co- Secretary
Open Position	Co-Secretary

Agenda Items

- Call Meeting to Order- 6:30 PM- 6:35 PM
 - President Read Mission Statement
 - Secretary Roll Call

- Approve Agenda & Minutes VOTE 6:35- 7:00 PM
 - Review and Approve Unapproved minutes (May?)
 - Vote and Approve Revised Bylaws

- Secretary: 7:00-7:05 PM
 Open Positions for 22/23 School Year
 Plan- moving forward
 - Co-President, Communications (2), Hospitality (1), Events (2), Secretary (1), SAC Liaison, Treasure (1)
 - Succession Planning - voting

- Presidents Report: (Irene) 7:05 -7:15 PM
 - STEMGives- After tonight- one last push to sponsor grants
 - Quick Overview of Support Out STEM Site/Form
 - Can Everyone Access Their PTO Email?
 - Can Everyone See the PTO Events on the Calendar?
 - Request to Create Succession Steps and Save in Onboarding Folder on Shared Drive

- Co-VP Events: (Allison) 7:15-7:25 PM
 - Movie on the Green Kickoff
 - PTO Table with SIGN UP's!

- Co-Communications: No time needed
 - Afterprom committee
 - Coffee meet up- Corner Bakery?

- Hospitality Report: 7:25-7:30 PM
 - Teacher/staff kickoff
 - Lounges- coffee?
 - Bathrooms?

- Treasurer Report 7:30-7:35 PM
 - Checks and safe- touch base

**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/>