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**Norman Borlaug Elementary School PTO Meeting**  
**Tuesday, September 5, 2017 - 6:30 pm – 8:00 pm at Borlaug Library 2<sup>nd</sup> Floor**  
***Minutes pending approval at October Meeting***

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**Meeting was called to order by Leslie Austen, PTO President at 6:30pm.**

Welcome & Introductions of PTO Officers, Borlaug Staff & Meeting Attendees.

Leslie Austen, Katy Herbold, Amy Bayon, Jennifer Ratner, Cybil Miller, Celeste Shoppa, Michelle Cox, Ruth Temple, Tasha Johnson, Amber Bettis, Lori Henning, Heather Stevens, Sheila Baldwin, Jen Johnson, Erin Jordan, Dana Reisman, Brigette Ingersoll, Laura Noiseux, Kate Ahn.

**Approval of Meeting Minutes** – Amy Bayon presented the minutes from our last meeting of the 2016-2017 school year (May 2017). A motion was made to formally adopt the minutes. Minutes were unanimously approved.

**President Report – Leslie Austen.**

We would like to look ahead and set dates for some upcoming PTO events and include those that have already been decided on our calendars. Picture Day 9/29/17, Fall Book Fair 10/25-10/26/17, Science Fair 10/26/17, Hearing Van 11/28/17, Talent Show TBD (looking at dates in January & February), Movie Night tentatively Friday 1/26/18, Spring Carnival 4/7/18, and Spring BOGO Book Fair 5/2-5/3/18.

Thank you to Rebecca Sanabria for the beautifully updated PTO website! We would like all Borlaug families to be able to access the Borlaug PTO website which will help with volunteering and maintaining communication on PTO sponsored events. Rebecca also designed a flyer that we would like to go home in every students backpack. We are also trying to include more information and get more traffic on our Facebook page. We thought of maybe having a competition to see which class can get the most likes on Facebook. The question came up about adding hot links to the newsletters so parents just click to take them directly to the Borlaug PTO website or Facebook page.

Costco would like to provide us with a free sheet cake to use at some point this year.

We would like to continue with the Crayola Color Cycle program and need a new volunteer to help coordinate and collect the boxes. Amber Bettis has agreed to take the reigns. Thanks, Amber!

### **Vice President Report – Katy Herbold.**

Katy is heading the planning of our very first Science Fair at Borlaug. The Science Fair will be held on 10/26/17 immediately following the Fall Book Fair. All grades are welcome to participate. Ribbons or certificates will be given to all participants. Katy is going to look into ribbon cost. We need approximately 20 volunteers throughout the evening to cover 45 minute shifts (including set up, take down, etc). Pizza will also be provided to all participating families. Katy will also be looking into pizza costs.

Operation Backpack is a program we have participated in to help students in need of meals during the weekends. We are awaiting Borlaug numbers from our Student Family Advocate, but we will need volunteers to help with packing as well as supplementing fresh vegetables and fruits. Sign-up Genius is used for organizing volunteer opportunities with this program. Stay tuned.

### **Treasurer Report – Jennifer Ratner.**

Jennifer presented the YTD Budget with expenses and income as of 8/31/17. With the summer wrapping up not many transactions have been recorded.

### **Volunteer Coordinator Report – Cybil Miller.**

Picture Day is 9/29 and we need parent volunteers. Please see the Borlaug PTO website to sign-up to help for Picture Day and/or other volunteer opportunities. [www.BorlaugPTO.org](http://www.BorlaugPTO.org)

There was a discussion about texting (SMS) as a form of communication for volunteer opportunities. Mrs. Shoppa is going to look into this as option.

The texting discussion brought up a question about contacting families and the Borlaug Directory. We did not have a directory last year, but had many families asking for one. However, as a PTO we would have to solicit for a directory as we cannot get information from PowerSchool any longer. There was some talk about each classroom teacher creating their own directory. There was also question about obtaining home addresses which would greatly affect our Fall Fundraiser. Mrs. Shoppa was going to clarify and report back.

### **Fundraising Committee – Sheila Baldwin & Brigitte Ingersoll.**

Sheila gave a bit of a synopsis to those not familiar with the Fall Fundraiser. This Borlaug PTO's biggest fundraiser. \$9,500 was donated last year. 100% goes to the PTO budget to fund Field Trips, School of the Wild, Playground updates, Teacher Appreciation, Bulldog Books, Library Books are just some of the things we fund. Letters will be mailed out 10/17/17 and we ask that all donations be received by 11/30/17. Midway through the fundraiser we send out a reminder with and Honor Roll of those that have already donated.

Brigitte Ingersoll & Kate Ahn are going to coordinate the Artwork Fundraiser this year. We have changed companies and will be moving to Square 1 Art. This company has more offerings and ordering is all online!

Spirit Wear ordering is live but 9/7/17 at midnight is the deadline. Spirit Wear will not be available to order again this school year!

## Principal Update – Celeste Shoppa.

- Welcome to new staff members at Borlaug
- K-6 total enrollment = 458    Preschool = 34    GRAND TOTAL = 492
- E-registration completion = 98.37%
  - = 8 students need to complete Eregistration
  - ✓ 7 are preschoolers & 1 second grader

K- 6 Borlaug enrollment: 458

PK: 34

Grand Total: 492

### CALENDAR OF EVENTS

09/14/17	Dine Out for Education	
09/14/17	Team 1 and Team 2 Back to School Night	6:30 to 7:30 pm

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- Back to School Night – Team 1 (Kindergarten)
  - Kindergarten - 5:30-5:55 teacher presentation in the multi-purpose room
  - Kindergarten - 6:05-6:30 classroom tours led by your student
- Back to School Night – Team 2 (1<sup>st</sup> and 2<sup>nd</sup> Grades)
  - 1<sup>st</sup> Grade - 6:30-6:55 teacher presentation in the multi-purpose room
  - 1<sup>st</sup> Grade - 7:05-7:30 classroom tours led by your student
  - 2<sup>nd</sup> Grade - 6:30-7:00 classroom tours led by your student
  - 2<sup>nd</sup> Grade - 7:05-7:30 teacher presentation in the multi-purpose room

09/21/17	Sixth Grade - School of the Wild	
09/22/17	Sixth Grade - School of the Wild	
09/25/17	Sixth Grade - School of the Wild	
09/26/17	Sixth Grade - School of the Wild	
09/27/17	Sixth Grade - School of the Wild	

09/29/17	School Photos	8:00 am
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10/03/17	PTO Meeting – Library	6:30 pm
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### DPO Report – Jen Johnson.

No report. First meeting next week.

### Communications – Erin Jordan.

Borlaug Bulletin is every two weeks. Please let Erin know if you have anything you would like added to the Borlaug PTO section of the Bulletin.

**The meeting was adjourned at 7:40pm. Next meeting will be held on Tuesday, 10/3. Please visit [www.BorlaugPTO.org](http://www.BorlaugPTO.org) or our Borlaug PTO Facebook page to stay up to date on all Borlaug PTO happenings.**