



Minutes-General Meeting

August 25, 2025

Meeting Called to Order 2:35pm by Jen Berkshire

Introduction/Roll Call

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|---|--|
| <input type="checkbox"/> Jennifer Berkshire – President | <input type="checkbox"/> Brittany Fawley – VP Communications |
| <input type="checkbox"/> Cindy Sroufe – Treasurer | <input type="checkbox"/> Kaitlyn Rodgers – VP Events (not present) |
| <input type="checkbox"/> Donna Walkoz – Secretary | <input type="checkbox"/> Abby Donahue – VP Fundraising |

Approval of May 12, 2025 Meeting Minutes Motion made by Mrs. Wienke. Second by Mrs. Lazor. Motion passed.

Principal's Report: Libby Micela 2:37pm

Spoke about the great start of the new school year with a successful Meet the Teacher, Kindergarten Boo Hoo Breakfast, Teacher Breakfast & super fun Glow Party (with the great DJ Wes) . Thanked the PTO for the completion of several beautification projects; parking lane repainting & front of school landscaping, sensory walk, staff lounge, 6th grade tables and moving the Bulletin Board in front of the school gates. Also discussed meeting with Mesa PD/HOA to go over parking safety & driving speeds/patrols.

Treasurer's Report: Cindy Sroufe 2:45pm

Reviewed Budget - Operating Account Balance \$71,943.13
Encumbered \$15,660.15
Operating Account Balance after encumbered funds \$56,282.98

Review of Summer/August: Jen Berkshire 2:50pm

- We've been working hard on finishing up previous initiatives.
 - Cortny remodeled the staff lounge over the summer and it looks amazing.
 - Moon Valley worked with us and we were able to secure a larger tree for under budget. We were able to get that installed last Friday. We also purchased a pistach red push to fill the vacant planter at parent pick up. Robert needs to clear the stump currently in the planter and Moon Valley will come back and install the pistach.
 - The sensory walk path was dug out and Sharp contracting worked with us to install pavers to create a pathway. The pathway is segmented into 2x6 foot segments. We will, once it gets cooler, install different materials to create a fun pathway. We should have enough funds encumbered to complete this project.
- The Bulletin Boards were moved over the summer. Hopefully now, parents have a better view of upcoming information. This is also where we will put thermometers measuring our goals throughout the year.

- Bits of Both help us to provide breakfast for the teachers for the Welcome Back Breakfast. It was great seeing everyone back again.
- The Boo hoo/Yahoo Breakfast was attended by several dozen parents this year. It was a great way to welcome new families, and some veterans, to a new school year.
- The Glow Party was lots of fun! Wes, the DJ, will be joining the LSE family next year with his daughter. He generously donated his services and the kids loved the music.

New Business

- Fundraising Update:
 - Frys Community Rewards: visit www.fryscommunityrewards.com, select Las Sendas Elem. PTO with the organization number C1650.
 - DNOs: Check out our website for monthly dining night outs. - Abby talked about Chipotle for tomorrow 8/26/25. No flyer is needed, but you need to mention the school when ordering or use the code on our website if ordering online.
- Teacher Favorites need to be completed by a few teachers and then we can update them on the website. Please do so as soon as possible.
- We know the budgets have been cut and we are going to do our part and we will not be sending home a lot of flyers for our events. Please make sure you share what is going on with the PTO in every newsletter. Thank you to the many that are already doing that! The feedback from last year was consistent communication, so let's work hard to all be on the same page.
- Our goals this school year:
 - For the love of teaching. There has been lots of feedback about giving funds to teachers for their classrooms. The board has decided to help with that and give \$150 to each teacher (40 teachers). Please share with us the most desired items on your Amazon wish list and we will grant your wish up to \$150. If you would like something different, please send us a link so we can purchase the item for you. The item must be something for your classroom or for materials for your students. *Motion to encumber \$6000. All purchases will be made before the September meeting.*
 - **Motion made by Mr. Lorenzon. Second by Ms.Howard. Motion passed.**
 - Replace water stations (quote for just under \$8,000). This will be an initiative under our fall fundraiser. A request has been put into the district to replace the current fountains. This goal is contingent upon their approval.
 - People spoke up and the music program is still in full swing.
 - We need more music stands. These will be used by prelude strings, band, and orchestra. (\$1,040.21 for 12 stands, cart, free shipping, two year warranty). *Motion to encumber \$1,040.21.*
 - **Motion made by Mrs. Weaver. Second by Clair Morehead. Motion Passed.**
 - More instruments for orchestra. There is high interest and we want families to be able to borrow our own instead of spending their money to rent. This is a hefty goal and our fall fundraiser will primarily be put toward this goal.
 - Field Trips. Another goal of ours is to help offset the cost of field trips. We are going to use funds raised by our fall fundraiser to cover, hopefully, bus fees or admission costs. More information about the budget for this will be provided at the September meeting after the fall fundraiser and after field trip discussions are held.

- We will not be doing Cup of Joey or Jamba Juice deliveries this year. Parents have indicated they feel that we are constantly asking them for donations. Instead, we will be doing quarterly lunches and treats during conference weeks and testing. We have parents and businesses that are willing to donate to these events and keep the cost minimal. Motion to encumber \$100 for any incidentals. Our first quarterly lunch will be held Wednesday, September 10th during the regular lunch times in the staff lounge.
 - **Motion made by Mrs. Arviso. Second by Mrs. McKee. Motion passed.**
- Curriculum Night is August 28. The PTO will have a table in the courtyard. Please stop by and visit with us. We will also have old spirit wear that we will be selling at a discount.
- Red Mountain High School Homecoming Float
 - Hopefully it will be cooler this year. It will be Thursday October 23. We are seeking a parent or teacher lead for this project. We will reach out to our volunteer list, but anyone can reach out.
- Cody the Coyote - We would love to have a volunteer to be Cody at all events. Please reach out if interested.
- The Media Center Account was closed over the summer. *Motion to encumber \$3,897.70* to move funds from 'Media Center Account' to a line item on treasurer's report for the media center to spend on books (new series, replacements, class sets), library displays, library programs and incentives.
 - **Motion made by Ms. Wilson. Second by Mrs. Valencia. Motion passed.**
 - The media center has been a pass through for subscription services. This is not the correct avenue for these requests. Going forward, media center funds should be used for the media center and if there are teacher requests for subscriptions, they need to come directly to the PTO.
- Spirit Wear Re-order. The last day to purchase spirit wear is Friday. Please send home the last paper copy of forms tomorrow. We have also ordered croc charms for our school. They will be sold at curriculum night and in the media center for \$5 each or \$8 for the pair. *Motion to encumber \$1,500* to cover additional expenses.
 - **Motion made by Mrs. Howard. Second by Christina Fowler. Motion passed.**
- Our fall Fundraiser is a golf tournament, The Coyote Open. (Brittany) *Motion to encumber \$2,500* for the deposit to Las Sendas Golf Club and additional expenses.
 - **Motion made by Mrs. Wienke. Second by Sarah Sanchez. Motion passed.**
- Packets were delivered to teacher boxes today. Please distribute them if you have not done so already. We've had 14 people register so far! There are quite a few holes that sponsors have requested sponsoring. Don't miss your opportunity to sponsor a hole if interested. Only 18 spots available!
- By-laws changes reviewed. Mrs. Schreiber asked for added verbiage on the agenda form to indicate that all agenda requests that are turned in within the 24 hour deadline will be placed on the agenda and up for a vote.
 - **Motion made by Mrs. McKee Second by Mrs. Wienke. Motion passed.**
- The next event is movie night. Everyone thought Freaky Friday, not the 1977 version, would be a good movie to show. *Motion to encumber \$250* for event expenses.
 - **Motion made by Mr. Lorenzen. Second by Ms. Alfonso. Motion passed.**
- Just a reminder SRP is doing their Touchdowns for Teachers. Every teacher should check it out for a chance to get a \$500 grant from SRP.

Agenda Requests

- Amber Weaver: Prelude Strings Curriculum. There is a new teacher for the prelude strings this year and there has never been an official curriculum for the program. Previously, a curriculum was developed and includes: practice recordings, slide shows, piano music written for concert songs and program information. Mrs. Weaver explained that even experienced teachers that might be unfamiliar with the younger grades would highly benefit from this program. Mrs. Lazier expressed concern about the district's approved curriculums and if it applies to this. Since LSE is unique with this program, there is no curriculum for teachers to have so we are left to our own devices. Motion to encumber \$1500
 - **Motion made by Emma Griffin. Second by Mrs. Zima. Motion passed.**
- Libby Micela: Principal's Discretionary Fund. Ms. Micela asked for funds for celebrations, treats, and training that might come up during the 1st semester. Motion to encumber \$500.
 - **Motion made by Mr. Cuocci. Second by Mrs. Whitener. Motion passed.**

General Housekeeping

- Motion to **encumber** (\$2,164.71):
 - Website/email renewal. We renewed for 3 years as we got a deal when adding ecommerce. We are not renewing the @lspto.org emails (roughly \$500). We are using a free email with google. However, the president@lspto.org needs to be renewed as the AZCC is filed with that email. To change it with the AZCC, we would need to create a new filing. *Motion to encumber \$189.44.* (\$62.41 difference for 3 year renewal, \$23.19 domain renewal, \$103.84 email renewal)
 - **Motion made by Mrs. Lazier. Second by Mrs. Arviso. Motion passed.**
 - Quickbooks difference. *Motion to encumber \$177.23.*
 - **Motion made by Mrs. Moorhead. Second by Mrs. Zima. Motion passed.**
 - 6th grade planners. We encumbered for 5th but not 6th last year. We are using MPS Printing for these. Next year let's have a discussion about Student Council paying for these with MPS Print Shop as they are an approved vendor. *Motion to encumber \$700.*
 - **Motion made by Mrs. Fowler. Second by Mr. Cuocci. Motion passed.**
 - Workman parking lot signage change. *Motion to encumber \$41.45.*
 - **Motion made by Mrs. Weaver. Second by Mrs. Wienke. Motion passed.**
 - Error in reporting Stock the Fridge account. *Motion to encumber \$436.76.*
 - **Motion made by Mrs. Sanchez. Second by Ms. Wilson. Motion passed.**
 - Writing in Color. *Motion to encumber \$119.83.*
 - **Motion made by Mrs. Arviso Second by Courtney Tune. Motion passed.**
 - Refill PTO General Supplies: *Motion to encumber \$500.*
 - **Motion made by Mrs. Schreiber. Second by Mrs. McKee. Motion passed.**
 - 2024 Derby Auction Costs: *Motion to encumber \$392.61.*
 - **Motion made by Mrs. Moorhead. Second by Mrs. Weaver. Motion passed.**
- Motion to **unencumber** (\$7340.96):
 - 5th grade planners (\$35.27)

- 6th grade graduation (\$26.82)
- Accelerated Reader (23-24) (\$708.18)
- Accelerated Reader (24-25) (\$566.74)
- Auction (24-25) (\$746.12-there is still one reimbursement outstanding)
- Boohoo/Yahoo Breakfast (\$60.03)
- Cafeteria Aid (\$100.00)
- Counseling (23-24) (\$558.36)
- Initiative - ASU Project (\$918.58)
- Initiative - School Garden (\$318.35)
- Initiative - Shade for north pick up area (\$1063.46)
- Initiative - Staff Lounge Decor (\$365.93)
- Make your mark bricks (\$547.00)
- STEM Buddies (\$125.12)
- STEM Classroom Supplies (\$1201.00)
 - **Motion made by Mrs. Valencia. Second by Mrs. Whitener. Motion passed.**

Upcoming Events

- 8/28/25 - Curriculum Night, 4:30-6:30pm
- 8/29/25 - Spirit Wear Orders Due
- 9/1/25 - Labor Day, No School
- 9/9/25 - Picture Day
- 9/19/25 - Movie Night 7-9pm
- 9/27/25 - Golf Tournament
- 9/29/25 - PTO Meeting *not 4th Monday, but last Monday this month

Next PTO Meeting

- September 29, 2025

Motion to adjourn at 3:31pm

- **Motion made by Mr. Lorenzon. Second by Mr. Coucci. Motion passed.**