

SPRINGVILLE K-8 Parent Teacher Organization

6655 NW Joss Ave
Portland OR 97229
(503) 356-2480



10/26/2021 7:30pm Virtual meeting

ZOOM Meeting ID: 820 9083 1676

Passcode: wolves

Board Members 2021-2022

President: Flori Perjeru email: president@springvillepto.org

Secretary: Jalal Udin email: secretary@springvillepto.org

Treasurer: Yuhua Tan & Rachel True email: treasurer@springvillepto.org

VP of Fundraising: OPEN: vpfundraising@springvillepto.org

VP of Community Relations: OPEN email: vpcommunityrelations@springvillepto.org

Communications: Eugen Trifan email: communication@springvillepto.org

Volunteer Coordinators: Rachelle Guthrie + OPEN email: volunteers@springvillepto.org

Community members: Neha, Yoon, Jen, Mandy

Attendees: Mrs Kobrowski, Mrs Arnold, Yoon, Rachelle, Rachel, Jen, Flori

Time	Agenda Item	Presenter	Notes
7:30- 7:45 pm	Fundraiser Review -Funds raised/expenses -Feedback on what worked well and what could have been better	Rachel Mandy Jen	<ul style="list-style-type: none"> • Approx. \$27,800 raised. Expenses: \$750 • \$1,000 or more: 9 teachers, added to the teacher's funds • Doughnut party: highest attendance day of the year • Good community and staff support. Good feedback from teachers, students were very excited about it • Full time job for Rachel to update the spreadsheet. <p>Feedback:</p> <ul style="list-style-type: none"> • Timing was good, good to focus on participation • More communication would have been better with the staff ahead of the event • When we launched the event, it did not get going until the blast went out—more marketing from the school side, especially since it translates into several languages • Add from beginning to email treasurer for receipts for employer matching or tax purposes <p>**Flori to update website content with employer matching***</p> <ul style="list-style-type: none"> • We may need to re-organize the information, people attention span is short, so need to utilize words and information as bullet points or other visual aids
7:45- 7:55 pm	Staff Appreciation and feedback	Jen Rachelle Yoon Neha	<ul style="list-style-type: none"> • It was loved, Jen wrapped all food individually. Yoon wrapped the cookies. There was still food for this week left from the event. Variety was great. Decorating committee did a great job. <p>Future staff appreciation ideas:</p> <ul style="list-style-type: none"> • buy something the staff may need instead of food?
7:55- 8:00 pm	OBOB updates/needs	Jen	Volunteers are needed. Still in brainstorming phase, some things were solidified: battles will be outdoors, will run socially distant, 3 rd grade will have team members within their classrooms, 4/5 th grade can mix within classrooms. Registration opens next week. As much as possible at school in person. No zoom meetings, use the board by the stairs.
8:00-8:10	Library and Cafeteria volunteer needs	Rachelle/Mandy/Jen	<p>A couple of people signed up for library. What is difficult for Miss B is the training she needs to do each time. She will write a procedure the volunteers can read before meeting. Jen will show up on THU to help w the document? Rachelle to email Mrs B about training</p> <p>Cafeteria: need more help</p>

			<ul style="list-style-type: none"> • Need a blurb what the job in the cafeteria w bullets: 2 hour shift, packing food, training sessions, and covid card upload • Create a volunteer hand book for ways to help out- people would see what they are qualified to do, and decide what they can do • Could we use google forms as repository for different tasks <p>Email regularly reminder about opportunities in mybetterimpact</p> <p>In the past we had a volunteer appreciation reception, maybe in the spring, each classroom would pick a team, create beautiful posters, would invite the choir to sing, staff would do all the staging, potluck deserts-</p> <p>Flori-Write a bunch of notes for volunteers? And drop it w the school?</p>
8:10-8:20 pm	Springville Cares- Go/no GO?	All	<p>Planned for early December.</p> <ul style="list-style-type: none"> - need school contact as soon as possible -need Mandy to write the procedure from last year -need a committee of volunteers with a trusted chair
8:20-8:25 pm	General meeting proposed agenda -Fundraiser status vs goal -Budget review	All	<p>Week before thanksgiving</p> <ul style="list-style-type: none"> • Updates on going back to school- expect influx from flex? Survey will be out based on covid status • Fundraiser status and budget review • Call for Volunteer needs • Springville cares
8:25-8:30	Opens	All	<p>Some minigrants</p> <ul style="list-style-type: none"> • minigrant for supplies or the snack pantry room • Depending upon budget for over summer: improve staff room appearance (framed photographs or student art, paint, restock the cupboards, flowers?) <p>Scale up PTO marketing:</p> <ul style="list-style-type: none"> • Publish regularly in school saga pictures or update with PTO money was used for recently • Get from teachers what they used the money for and also add to updates • Get some Stats together -Rachel or Mandy- pie charts with how many classrooms were touched in a given time frame or how many students....

PTO 2021-2022 school year calendar

July 2021 None	August 2021 Wolf run committee/volunteers set-up	September 2021 PTO Open house – Book vending machine showcase?	October 2021 Wolf Run Fundraiser Write-A-Check fundraiser Staff appreciation week Fundraiser Celebration
November 2021 Staff appreciation week	December 2021 Springville Cares Send a card to your school	January 2022 Masquerade middle school event	February 2022 International night? Staff appreciation week
March 2022 Literacy Night Springville Hearts	April 2022 Pancake Brunch for 4 th grade fundraiser OR International night?	May 2022 Staff Appreciation week	June 2022 Class parties 5 th and 8 th grade celebrations