



## Five Oaks PTO Meeting Minutes

Thursday, February 22nd, 2024

7:00 - 8:00pm via Zoom

Those in attendance:

Board Members - Katie Hickenbottom, LeAnn Gentry, Kimberly Hawk, Kellie Slee, Christina Griffith

Staff - Kelly Laverne, Ruby Fuller, Oday Vega Alvarez, Luke Martin

Parents - Oksana and Yulia Hnibieda, Susan Salmonsens, Xochitl Solis

Call To Order - 7:02pm

Welcome and Introductions: Board members and school staff introduced themselves.

Review of January Meeting Minutes (approval required) - Motion to approve by Christina and seconded by LeAnn. Minutes approved.

### Principal's Report - Kelly Laverne

Staff were very appreciative of the meals families provided during conferences and thanked Kim for organizing the Valentine's Day event, which was "a massive hit." The fifth grade parent night is on the 28th from 6-7pm; Eighth Grade Leadership will be helping out and students are encouraged to attend with their parents. Sixth and seventh graders will soon be submitting course requests for next year. Outdoor school for half of the sixth graders will be March 12 - 15 and volunteers are needed to help organize the send off and return of students. There will be a focus on tardies in March that will be tied to students' ability to attend the Spring Fest the day before Spring Break.

### President's Report - Katie Hickenbottom

Classified Staff Week is the first week in March and the PTO is planning to hand out golden gift bags with tags that read, "Classified Staff Are Like Gold at Five Oaks." Everything inside will match the gold theme from small office supplies to treats.

Ideas for the PTO's Spring fundraiser were discussed and it was decided that if staff are agreeable, we will ask five people to volunteer to have money raised in their name. Buckets will be placed in the front office so students can contribute bills or checks to a specific staff member and whoever has the most money raised will be taped to a wall

using masking tape and also be rewarded with a \$50 gift card. If students raise our goal of \$5,000 everyone in the school will get a donut party and will be rewarded with a school dance at the end of the year. Families can also donate via the PTO website and get company matches.

#### Vice President's Report - LeAnn Gentry

Upcoming events include Papa Murphy's the second Friday of every month, McTeacher Night at McDonald's on April 25th and Chipotle on May 14th. We are also pursuing Krispy Kreme Donuts and have secured a night at McMennamin's in September. Please contribute to our BottleDrop account! Blue bags are available through Kim at [treasurer@fiveoakspto.org](mailto:treasurer@fiveoakspto.org). Consider using the Box Tops app and linking a Kroger Rewards account to FOPTO. We continue to collect sneakers for GotSneakers in the school lobby.

#### Treasurer's Report - Kimberly Hawk

January Budget Report: The ending bank balance for January was \$17,399. We earned \$2240 from parent donations, Jamba Juice cards and Box Tops, \$35 from the 50/50 raffle and \$225 from Papa Murphy's and Burgerville. There were no expenditures. \$456 has been spent from the Cafeteria Fund.

Requests For Funds: Luke Martin requested additional funds for the Culinary Club without needing to submit a new RFF as was specified on RFF #04. He shared the budget and said the club has 160 students enrolled over three sessions with four parts that serve 20 students in a group. He anticipates spending \$1690 on food and less than \$200 on to-go containers. **Kim made a motion to approve up to another \$1000, which totals \$2000 for RFF #04, and Christina seconded. The motion was unanimously approved.**

#### Volunteer Coordinator's Report - Christina Griffith

Wynter Jones is planning field trips to the Portland Art Museum on March 7th and 14th and still needs a few chaperones. Kelly would like to have parents help monitor hallways during passing times if possible. An unscheduled activity was created in Better Impact - "General Assistance" - that can be used so volunteers can go in at their convenience for this or other unplanned activities. The steps to apply to volunteer with BSD can be found on [fiveoakspto.org](http://fiveoakspto.org).

#### Open Forum

Christina gave kudos to Mr. Giles, who handles drop off traffic in the mornings. She has observed some ongoing unsafe behaviors by parents near the crosswalk on 173rd and Kelly said she has asked the SRO to be a presence and observe any dangerous driving behaviors. Kim suggested that incoming sixth grade families be invited to future PTO meetings to give them information about board position openings. Kelly said she had invited families to tonight's meeting and will continue to do so.

The meeting was adjourned at 7:57pm.

The next meeting will be on Thursday, March 21st at 7pm via Zoom.

Minutes taken and submitted by Kellie Slee.

