



# FIVE OAKS PTO MEETING MINUTES

Thursday, May 19, 2022  
7:00pm - 8:00pm via Zoom

Those in attendance:

Board Members - Katie Hickenbottom, Kimberly Hawk, Elizabeth Staly, Rachel Woody

Staff - Kelly Laverne, Kristy Brady

Parents - Ashlee Richards, Page Beedy, LeAnn Gentry, Christina Griffith, Kellie Slee, Linda Owusu-Hienno

Call To Order - 7:02pm

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

Review of April Meeting Minutes (approval required) - Motion to approve by Kimberly and seconded by Rachel. Minutes approved.

### Principal's Report - Kelly Laverne

The Spring Musical production of "Guys and Dolls, Jr." is being performed this week. The recent passing of the BSD bond will provide upgrades for the school's theater as well as a new roof. The staff were all grateful for the Staff Appreciation Week lunch and coffee cart provided by the PTO. State testing is finished. Staff are still planning for the last day of school, including the 8th grade send off party. The Eighth Grade Leadership Team wants to get pizza instead of BBQ and have an after school dance. There will be an awards ceremony that will be livestreamed and videotaped for families to watch in light of the uptick in Covid cases. Volunteers for all of these activities are requested.

### President's Report - Katie Hickenbottom

Teacher Retirement Gifts: Four teachers will be retiring at the end of this school year and the PTO has a budget of \$400 for gifts. Ideas were discussed and Kristy mentioned that all of the teachers enjoy gardening, so something related to that may be pursued via Farmington Gardens, possibly with Starbucks gift cards.

Open Board Positions: The current slate of nominees include:

President - Katie Hickenbottom

Vice President - LeAnn Gentry

Treasurer - Kimberly Hawk

Secretary - Elizabeth Staly

Volunteer Coordinator - Christina Griffith

Elections will be held at June's meeting and any interested persons are encouraged to run for any position. A description of each position can be found at [fiveoakspto.org/about](http://fiveoakspto.org/about). There are also committee chair positions available related to Staff Appreciation, Art Lit and Fundraising.

#### Vice President's Report - Kimberly Hawk for Jenny Sawyer

May's Papa Murphy's event raised \$114.00. Order [online](#) at the Tanasbourne location on June 10th and enter code GIVE30.

The GotSneakers fundraiser recently netted \$5.50 from one bag - three of the shoes were reusable, five were athletic recyclable and the rest were saved from a landfill. A bin is inside the front office at the school for the rest of the year to collect new and/or used athletic shoes.

Check out the GotSneakers [website](#) for details.

We are partnering with [Society Pie](#) in Tanasbourne on Wednesday, May 25th and Wednesday, June 15th from 4-8pm. Mention Five Oaks when you order and 20% of proceeds will go to FOPTO.

Ongoing opportunities to donate include linking AmazonSmile and Fred Meyer/QFC Kroger Rewards cards to FOPTO, Box Top and Bottledrop. Collect cans and bottles and we'll pick them up and turn them in for you! Email [treasurer@fiveoakspto.org](mailto:treasurer@fiveoakspto.org) if interested.

#### Treasurer's Report - Kimberly Hawk

April Financial Report: The ending bank balance was \$5442. \$101 was deposited in funds from Kroger Rewards and \$9 was deposited from the GotSneakers fundraiser. The Papa Murphy's and Menchie's fundraisers netted \$171 together for Restaurant Night and \$308 was collected through Paypal and checks from families. \$130 was spent on cupcakes for Classified Staff Week and \$50 was used to purchase candy to give to students at lunch as an incentive to register for the FundGive fundraiser. Not all of the proceeds from that have been deposited yet, but we earned about \$4000 after FundGive was reimbursed for their costs.

No Requests For Funds were submitted this month.

Proposed Budget for 2022-23: The budget for next year was presented for discussion and will be posted on the FOPTO [website](#) for questions and comments for the next month. It is estimated we will have a starting bank balance of \$4,423 and earn \$10,100 while spending \$11,855 next year. Unanticipated revenue this year came from the Cafeteria Fund from BSD, so \$1000 was added to the projected income for next year but will never be reflected on the bank balance as it will be placed in a separate fund held by the school's administration. Kristy advised to be sure BSD is offering the program next year. The proposed budget will be voted on at June's meeting.

### Volunteer Coordinator's Report - Rachel Woody

A huge shout out to Amanda Rust and Cathy Lamb for bringing Art Lit to every student at Five Oaks this year and to all of the parent volunteers who led the lesson in student classrooms. Many people taught in multiple classes so that everyone was included. We are hoping to get this enthusiasm next year as well!

Our last opportunity to volunteer for an event will occur on Tuesday, June 21st - the last day of school! The sixth and seventh graders will both have a field day and we'd love to have some parent volunteers to supervise their activities. The eighth graders will be having their end-of-year celebration that includes a pizza party and a dance after school from 2:00 - 3:30. We are awaiting more details from the Eighth Grade Leadership Team. Once more details are provided, sign ups will be created in Better Impact. If you want to volunteer on this day but aren't already approved with BSD, it's not too late to initiate the process but don't wait! Go to [fiveoakspto.org](http://fiveoakspto.org) for a link to apply. You will need to submit proof of a Covid vaccine.

Incoming families for the next school year who are already approved to volunteer will want to message Johanna Shrout at [update\\_volunteer\\_locations@beaverton.k12.or.us](mailto:update_volunteer_locations@beaverton.k12.or.us) before school starts and ask to have Five Oaks added to their Better Impact account.

Open Forum - Kelly mentioned that tickets for the musical are still available at the door.

The next meeting will be held on Thursday, June 16th at 7:00pm via Zoom.

The meeting was adjourned by Katie at 8:46pm.

Minutes taken and submitted by Elizabeth Staly.