



FIVE OAKS PTO MEETING MINUTES

Thursday, June 16, 2022
7:00pm - 8:00pm via Zoom

Those in attendance:

Board Members - Jenny Sawyer, Kimberly Hawk, Elizabeth Staly

Staff - Kelly Laverne, Chelle Myers, Oday Vega Alvarez

Parents - Ashlee Richards, Page Beedy, Christina Griffith, Jennifer Brinkerhoff, Nava Subedi, Rogelio

Call To Order - 7:02pm

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

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

Principal's Report - Kelly Laverne

We are wrapping up the school year and are very excited for the last day. The kids are really looking forward to yearbooks! The 8th Grade awards will be live streamed for parents (due to the Covid uptick). Grade level assemblies and field activities will also be happening all day. Tomorrow is the first Falcon Family Fest and we are looking forward to setting this tradition. There will be a student art show and student/staff kickball game that may be moved inside. The PTO will also have a table set up, so please come say hello and ask questions.

President's Report - Kimberly Hawk for Katie Hickenbottom

The FOPTO has many highlights and accomplishments for this year as a new board, including rewriting the bylaws, updating forms and processes and switching to a no-fee bank account with On Point Community Credit Union. We raised \$4600 more than was anticipated, a notable portion of which was from the Restaurant Night fund, which raised more than double - thank you to Jenny for all her hard work! Thanks to Katie's efforts, we have a new website, Facebook page and Instagram account and were able to message all of our families through ParentSquare. We welcomed 174 new volunteers in the Better Impact system - thank you to Rachel! We are grateful to the dedicated cafeteria volunteers who raised \$1000 in our fund with BSD and to Cathy Lamb with BSD, Amanda Rust and the host of parent volunteers who brought Art Lit to every student at the school for the first time in two decades. We also helped the environment with our GotSneakers recycling drive - thank you Elizabeth for bringing that to FO.

Elections for Board Positions were held with an uncontested nominee slate:

President - Katie Hickenbottom
Vice President - LeAnn Gentry
Treasurer - Kimberly Hawk
Secretary - Elizabeth Staly
Volunteer Coordinator - Christina Griffith

Elizabeth made a motion to approve the slate and Jenny seconded. The slate of nominees for 2022-23 was unanimously approved.

Vice President's Report - Jenny Sawyer

The Society Pie event on May 25th netted \$81 but the owner, Josh Kearney, rounded it up to \$100. We do not have the results from the June 14th event yet. We earned \$49.95 from Papa Murphy's on June 10th and will be able to continue to offer the 2nd Friday of the month for the coming year! The next event there is Friday, July 8th - order [online](#) at the Tanasbourne location and enter code GIVE30. We welcome restaurant ideas for next year - please let us know if you would like any particular local venues included.

Ongoing opportunities to earn money for the PTO include linking Kroger/Fred Meyer rewards cards and AmazonSmile accounts to FOPTO, Box Tops and Bottledrop can and bottle collections. To obtain bags, message treasurer@fiveoakspto.org.

Treasurer's Report - Kimberly Hawk

May Financial Report: The current bank balance is \$6,338. We earned \$13 from AmazonSmile, \$414 between Intel matches and Box Tops, \$114 from Papa Murphy's and \$3,196 from FundGive. We spent \$1000 on Art Lit with an additional \$432 used from Fall Grants for that and \$100 from Fall Grants for the Multicultural Basketball Game. We used \$1,053 from the Staff Appreciation fund for the May event and \$204 from Fundraising Costs was spent on cupcakes for 6th graders.

Requests for Funds: A time-sensitive RFF for \$225 was approved by board vote via email on 6/8/22 for a request from the administration to purchase 45 Starbucks gift cards for staff who filled in for ill colleagues throughout the year. Luke Martin requested a last minute RFF for up to \$100 to purchase prizes from the Dollar Store for 8th grade party games. Elizabeth made a motion to approve and Jenny seconded. The motion was unanimously approved.

Vote on Proposed Budget for 2022-23: The proposed budget for next year was presented. It is estimated we will have a starting bank balance of \$5,000 and earn \$10,300 while spending \$11,935 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. Christina made a motion to approve the budget and Elizabeth seconded. The budget was approved unanimously.

Volunteer Coordinator's Report - Kimberly Hawk for Rachel Woody

Thank you so much to all the families who volunteered this year from the cafeteria to the library, 6th grade Outdoor School, Book Fairs, Art Lit, the 8th Grade Science Field trip, Community Day, AVID, Staff Appreciation and special projects.

Families who want to volunteer next year but are not already approved by BSD can go to 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 before school starts and ask to have Five Oaks added to their Better Impact account.

Open Forum: Nava asked about the Summer School Program and when families will receive more information. Parents will be emailed after school ends. Ashlee asked how long volunteer background checks last in the Better Impact System, which is two years unless you check a box in your profile that will automatically renew it.

Adjournment: The meeting was adjourned by Kimberly at 7:40pm

Our next meeting will be in September - the date is TBD.

Minutes taken and submitted by Elizabeth Staly.