

# CHILDREN'S KIVA MONTESSORI SCHOOL

## Parent-Teacher Organization

JANUARY 16, 2018 5:30 PM TO 6:30 PM – TRINITY LUTHERAN CHURCH

### MISSION & PURPOSE

*"The Children's Kiva Parent/Teacher Organization (PTO) serves as a liaison between parents, teachers, staff and the Boards of Directors (BOD) with the goal of enriching the Kiva community. The PTO strives to create a welcoming and inclusive atmosphere for families to engage more deeply in their children's education by providing a forum for sharing ideas and by sponsoring opportunities for parent involvement. The PTO will align, adhere, or coincide with the goals, visions, mission statements and bylaws of the Elementary/Middle school (E/MS) and Children's House (CH)." ~PTO Bylaws*

- I. **Welcome/Call to Order:** Jonathan Smith, President
- II. **Roll Call:** Name? Affiliation with the school? What brings you here today?
- III. **Directors' Forum:**
  - A. **Director Alexia Hudson, Children's House**
    - i. Ms. Lexi apologizes she was unable to attend. She sent Ms. Alyce in her place.
    - ii. Lexi sends a "post-holiday" welcome back. Students, teachers are all resettling after the holiday.
    - iii. There was a parent night scheduled for 1/25 at CH but that has been postponed until February, date TBD.
    - iv. Intent to reenroll for both schools has been emailed out and is due back by 1/26.
  - B. **Head of School Susan Likes, E/MS**
    - i. Ms. Susan said it is fun to reintroduce the students back to school after such a long holiday break
    - ii. She also advised of the intent to reenroll due by 1/26
    - iii. The School Accountability Committee emailed out a survey, please complete asap, your feedback is important
    - iv. In March teachers will be attending the American Montessori School National Conference and all are very excited
    - v. The Kiva Charter is up for renewal vote with RE1 school board
- IV. **Officer Reports:**
  - A. **President, Jonathan Smith**
    - i. **Silent Art Auction** was AWESOME! We raised a total of \$463. It was a lot of fun, and everyone really enjoyed seeing their kids' artwork displayed. A HUGE thank you to Kayla Maynard for organizing the event and to all the PTO officers who donated their time to make it so successful.
    - ii. **Holiday Tree Auction** at the Southwest Concert Series was fantastic a well! All the trees were decorated so creatively, were beautiful, and really made the high school auditorium shine! Ken and Joyce Stevenson made the winning bid of \$100 for the PTO's gingerbread-themed tree. When they wrote a check to the PTO, they added an additional \$50 for a total of \$150 in proceeds! (All the decorations and time were

donated by PTO officers.) The Stevenson's then donated the tree to the Pinon Project where the tree was proudly displayed in their lobby. An enormous thank you to Erin Tanner for organizing the event, to the Stevenson's, and to all who donated their time and supplies to decorate the tree.

**B. Vice President, Kayla Maynard**

**C. Treasurer, Trena Murphy**

- i. Current checkbook balance: **\$3,867.18**
  1. Reserve available: \$397.14
    - a. Silent Art Auction: Deposit of \$100.00
    - b. Holiday Tree Auction: Deposit of \$100.00
  2. Outreach available: \$376.66
    - a. 10% of Silent Art Auction proceeds: Deposit of \$46.30
  3. Funds available for distribution: \$3,093.38
    - a. Silent Art Auction: Deposit of \$316.70
    - b. Holiday Tree Auction: Deposit of \$50.00
    - c. CH – Parents' Day food: W/drawl of \$58.46
    - d. E/MS – PTO Officers approved purchase of two Thermos' for Kiva Café's Parade of Lights sale: W/drawl of: \$21.11
- ii. Motion for distribution of funds:
  1. PTO (Trena Murphy) – \$105.00, pizza purchased for Parade of Lights event
  2. **Jonathan motioned to approve pizza expense, motion seconded, motion carried.**

**D. Volunteer Coordinator, Kellian Valerio**

*"The PTO is an organization that exists to enhance school community and culture through parent volunteerism." ~PTO Bylaws*

As always, we extend a **HUGE THANK YOU** to all who are currently serving in various roles in support of the Kiva community!

- i. **Opportunities:** Please watch newsletter and posted signs, check with your child's teacher, a staff member, Directors, or PTO officers to find out where help is needed:
  1. **E/MS needs Mystery Readers to read for 30 minutes, mornings around 9:30**
  2. **E/MS always needs assistance laminating and cutting classroom materials**
  3. **Other needs? Drop off help needed, please ask Susan for days/times**

**V. Teacher's Forum:** We love to hear about celebrations, comments, suggestions, questions or concerns.

It is YOUR participation that makes this organization great!

- A. **Ms. Cassy said kids are working well most days; They are doing research on cultures, and ancient cultures.**
- B. **Ms. Kayla's class is working on weather.**
- C. **Ms. Alyce's class is working on continents, specifically Australia (chx & corn).**

**VI. New Business:**

- A. PTO would like to begin organizing a few upcoming events.
  - i. Spring Yard Sale – Suggestions on date? What's worked in the past, what hasn't?
    1. **Trena will check with Erin Tanner and see if she is still interested in organizing**
  - ii. "Spring Clean" event: A day where a team of volunteers can perform school clean up and maintenance. The PTO would host a barbeque at the end of the event.
    1. **All present seemed to like the idea of both events. The best dates suggested would be either 4/14 or 4/21**

- iii. TBD: "Sunday Funday" (no name yet) – Just a FUN day for families to celebrate the end of the year with of fun "classic" games and activities at the park. Think: Water balloon toss, bean bag toss, cake walk, etc. Pot-luck? PTO hosted bbq?
  - 1. See above comments

VII. **Unfinished business:**

- A. **PTO IS STILL IN NEED OF A SECRETARY! PLEASE SPREAD THE WORD!**

VIII. **Community Member Forum:** We love to hear about celebrations, comments, suggestions, questions or concerns. It is YOUR participation that makes this organization great! (In order to be respectful of everyone's time, please cap to 5 mins; for discussions that may take more time, please email [kivaPTO@gmail.com](mailto:kivaPTO@gmail.com).)

- A. None

IX. **Upcoming events:**

- A. January 17th - Parent Meeting for Potential New Parents - 12:30pm - Beech Campus
- B. January 18th - Curriculum Meeting - 3:30pm - Empire Campus
- C. January 19th - Fundraising Committee Meeting - 11:00 am - Empire Campus
- D. January 27th - Sub Orientation - 11:00 - 1:00pm - Beech Campus
- E. February 2nd - Nominations Committee Meeting - 1:00pm - Cortez Library
- F. February 6th - School Accountability Committee - 4:00 - Beech Campus
- G. February 8th - Finance Committee Meeting - 5:30pm - Beech Campus
- H. **February 9th - No School - Teacher Workday**
- I. February 12th - Children's House Board Meeting - 5:30pm - Empire Campus
- J. **FEBRUARY 13TH - PTO MEETING - TRINITY LUTHERAN - 5:30PM**
- K. February 15th - Family Innovation Night - 5:30pm - Beech Campus
- L. **February 19th - No School - Presidents Day**
- M. **February 23rd - No School - Teacher Workday**
- N. February 24th - Sub Orientation - 11:00am - 1:00pm - Beech Campus
- O. February 26th - CKMS Board Meeting - 5:30pm - Beech Campus
- P. Feb 26 - March 1 - Parent Teacher Conferences - Beech Campus

X. **Adjournment**

Minutes prepared by: Trena Murphy, Secretary & Treasurer