|  | **USPTO Board Meeting Agenda**  **October 26, 2021 7:00 PM** | | |
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| **----- Agenda Topics -----** | | | |
|  | |  | ***Time/Notes:*** |
| **Call Meeting to Order** | | *Determine Quorum (*5 voting members - *those who have attended/volunteered at 3 events)*  *Attendees - Please sign-in on the sign-in sheet or on the chat feature; include your child(ren) teachers and advisors* | Meeting called to order at 7:00  [Jillian Klug](mailto:jklug2013@icloud.com) reviewed the minutes from last meeting  [Kade Kanago](mailto:kade@kanago.org) reviewed the progress of the fundraiser delivery. Items were unloaded in record time. Utilizing both text and email reminders were beneficial to notify and remind parents. Around 15 packages were left, the school cafeteria freezers were used. Remaining items were returned.  Robin Duran thought that the delivery went well.  USPTO felt that this was a beneficial fundraiser. |
| **Review/Approve Minutes** | | from September 2022  [September Minutes](https://docs.google.com/document/u/0/d/1Zel8lQlSRhq0OW5M-AfHOahfU1-ZISKVRxyd7pi2dkU/edit) | *Motion -Heather Daub*  *Second -* [Robin Duran](mailto:rduran@universityschools.com) |
| **Officer Report’s**   * **President** * **Vice President(s)** * **Secretary** * **Treasurer** | | Jenny- Treasurer’s Report  [USPTO Financial Statement 09/2023](https://docs.google.com/spreadsheets/u/0/d/1Tgy9CSYd42Nz5fMyh__AxNuUNfbsnL_M6r4q_n8tA1M/edit) | $107,202 was earned from the fundraiser. Forty percent was earned from the fundraiser. Seventy five percent of donations were kept by USPTO. |
| **Teacher & Admin Updates** | | Floor open to any teacher/admin with updates | [Robin Duran](mailto:rduran@universityschools.com) -Kinder, the trip to the pumpkin patch went well. Weather cooperated. Pumpkin science went well the following day.  Marie Montoya- 2nd grade had an incoming field trip with live owls coming into the classroom. They have been dissecting owl pellets. Students are now doing online assessments for reading and math.  Heather DeBoer- 4th grade is excited to participate in trunk or treat. They will be going to the Denver museum. Annual trip to Ameri-town will be in January. |
| **Fall Grants** | | 21 Grant Applications: Closed Friday, Oct 27th  Committee Meeting: By Nov 10th | As of Thursday the 26th there are 27 grants that are submitted. Grant committee is needed to meet on or before the 10th of November. Fifteen thousand was allocated for the fall fundraisers. |
| **Fall Fundraiser Final Update** | | Total Product Sales: $ 107,202.78  Total Number of Items Sold: 5578  Total Profit: $ 46,604.11  Trunk-Or-Treat Trunks: 36 trunks  Need helpers for crowd control  Trunk Set up [**plan**](https://drive.google.com/file/d/1HrnMQWAARJ6wHbBbVCTaxMeaGZ8pOV8Q/view?usp=sharing) | Needing 6 crowd control people. Currently 2 are signed up. Monsters University will be playing on the field. Possibly closing the east entrance to use more parking spaces. USPTO will be working with security to utilize more of the parking lot than years past.  Trunk or treat will happen regardless of weather.  This year we have over doubled the amount of trunks. Local businesses were contacted. Initially 104 bags of candy were purchased. 30 additional bags were purchased. There is a best trunk contest. There will be a reward, more details to come.  Thank you so much to all of the volunteers who helped with the limo ride, delivery and fundraiser pick up. Students had a great time! |
| **Upcoming events** | | Holiday Shoppe (12/6-12/8) | USPTO hires a company that has small trinkets with prices ranges from $.50-$17.00  Dates will be December 5th-the 6th or 7th.  Teachers will sign up for times that students can come in shop.  Question about the Holiday Shoppe. Envelopes are sent home where parents can return cash, checks or buy gift certificates online.  Heather Daub had a question about a map for parking for Trunk or Treat. Can people come early? It will be set up as first come and first served. Spots will be more spaced out than years past. |
| **Community Dialogue** | | Floor open to anyone | Heather Daub won the in person attendance gift card. |
| **Adjournment** | |  | Meeting ended at 7:25. |
| **Next Meeting Date** | | November 16th @ 7:00 pm | Due to Thanksgiving |