**USPTO Board Meeting Agenda**

**September 28, 2023 7:00 PM**

**----- Agenda Topics -----**

|  |  | ***Time/Notes:*** |
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| **Call Meeting to Order** | *Determine Quorum (*(5 voting members - *according to bylaws, all members have voting rights at first 2 meetings)**Attendees - Please sign-in on the sign-in sheet or on the chat feature; include your child(ren) teachers and advisors* | Called to order 7:03Review last months minutes 7:03 |
| **Review/Approve Minutes** | from August 2023[USPTO August 24 2023 Minutes](https://docs.google.com/document/u/0/d/1wrIKPMq2F6G7IbQgxI6vIWhPD6nPqAzY-Z-u0aLDh7s/edit) | *Reviewed bylaws**Reviewed financial statement**Last years winners for participation**4th grade, kinder spoke about field trips, Mr M gave an update**Started to discuss trunk or treat**Motion - Heather Dawn**Second -* Lauren Martinez |
| **Officer Report’s*** **President**
* **Vice President(s)**
* **Secretary**
* **Treasurer**
 | Jenny- Treasurer’s Report[Financial Statement](https://1drv.ms/b/s%21AjMSZMMs9fEYk27xO5i_5MEyprIi?e=nDW4sV)  | Teacher accounts are up to 17,000Last grants have not been taken out yetAvailable balance is 52,000Budgeted 55,000 for this year |
| **Teacher & Admin Updates** | Floor open to any teacher/admin with updates | Jacinda Gallegos 3rd grade went to the Botanic gardens, students used the Dog Pound for the colored stringer backpacks. They will go on another field trip in October.Marcie Montoya for 2nd recenting finished their unit on pollination and cross pollination. They went to the YaYa apple orchard. Fire prevention is next week and then learning about owls after that. There is an in school field trip with the owls coming up soon.Maddie Miller discussed 5th grade. They recently went hiking in the Rocky Mountain National Park. Students were able to go on the zip line and learn about decomposition, and saw the burn scars of the forest. Lauren Martinez presented about kindergarten finishing apple unit and will be learning about pumpkins in October. Kinder will be going to the Tigges pumpkin patch on October 12th.  |
| **Fall Fundraiser** * Delivery Day - Oct 19th
* Limo Ride - Oct 25th
* Fall Grants- Oct 2nd - 27th
* Trunk or Treat Oct 27th
* Fall Grant Committee Oct 30th- Oct 10th
 | Fall Fundraiser:Online sales: $77,242.78In-person sales- $27,628 roughyRough Total: $104,870.78***!!!BIGGEST YEAR EVER!!!***Keeping 40% of sales & 75% of monetary donationsVolunteer Sign-ups needed:[Volunteer Contact List](https://forms.gle/4tJhZA2CWTucmfRUA)Product Delivery Day: October 19th 9:30-12:30, 12:30-5:30PMLimo Ride Lunch: Oct 25th 9-1:30PM* 4 Volunteers for round-up
* 6 Volunteers at Funplex (2hr slots)
* 2 Volunteers at Bulldogs
 | Jillian Klug discusses the fundraiser. The product will be delivered on the 19th of October.  |
| **Upcoming events** | Fall Grant Application window - Oct 2nd-27th* Volunteers for committee

Teacher Conferences lunch/Dinner:* Breakfast for Elementary/High Oct 2nd
* Dinner for Middle School Oct 10th

Trunk or Treat - Oct 27th 5:30-7:00 PM*Trunk sign-up by October 15th*: (USPTO will supply 2 bags of candy & one bundle of Non-food items to all University Schools Student Groups, Teams, Faculty or Staff hosting a trunk)Trunk-Or-Treat: [Trunk Sign-up](https://www.signupgenius.com/go/4090E45A8AC2CABFE3-44460559-trunkortreat#/)* Boosters- Concessions & Grill Out
* Movie on the Grass: *Monsters University* 5:45-7:00 PM
 |  Trunk Sign-UpSeeking volunteers for the grant committee. 15,000 was allocated but with the recent success of the fundraiser, the amount will not be 20,000.Heather Daub: motionErin Reynolds: 2nd Discussion about K-12 teacher breakfast of burritos, muffins and juice on October 2nd for the professional development day. Trunk or Treat will be from 5:00-7:00.Local businesses are able to contribute and participate in trunks.Trunk or treat will be the 27th from 5-7. The sign up is out and live. Partnering with Boosters, TIna Whicomb will be doing concessions. Monsters University will start on the field at 5:15 and fun until 7:00. Boosters will also be doing a grill out dinner of burgers and hotdogs. Looking for fall committee grant volunteers.  |
| **Community Dialogue** | Floor open to anyone |  |
| **Adjournment**  |  | Meeting closed at 7:40 |
| **Next Meeting Date** | October 26th @ 7:00 pm |  |