



ROCKY MOUNTAIN ACADEMY OF EVERGREEN PTO MEETING MINUTES

5:00 pm November 8, 2022

Community Room

[Zoom Link](#) Meeting ID:487 414 2864 Password: pto2022

5:09 p Call to Order: Welcome (Valerie)

5:10-5:15 p BOD Representative Report

- The past two meetings have focused on October Fundraising, voting on dress code options and auditing policies in the staff handbook.
- Enrollment- If a student misses two weeks, the school must show proof that they are still enrolled (i.e. during ongoing medical issues). If a student joins the school after the cut off date, the school receives no funding for that student.

5:15-5:20 p Principal's Report (Dr. Hudson)

- Open House Night 11/9- A night for prospective families to visit school in an informal setting, visiting teachers in their classrooms, including STAMP teachers.
- The Den has been rented through April! (This encourages teachers to plan well in advance if they intend to use it.)
- RMAE Alumni Night- Recent graduates of RMAE who attend local high schools (Evergreen, Lakewood, Conifer, Denver School of Arts, etc) return to answer current RMAE students' questions in order to help them decide which high school will be the right fit for them.
- Core Virtue Promotion- Middle Schoolers have been finding creative ways to showcase the school's core virtues for the younger grades through performances such as skits and puppet shows.
- Volleyball Games- There was a great turnout in support of our team and they won all 4 of the first games! Way to go!!!
- New Process for Money Requests from PTO- Dr. Hudson suggested that teachers first submit a mini grant request application outlining details of request to her at which point she can filter through and pass on requests that qualify to the PTO. Dr. Hudson has a basic form that she will send to Valerie to tweak. All requests over \$300 must be voted on by PTO members.

5:20-5:50 p Officer Reports

President (Valerie)

- Vote on Signage- FASTSIGNS is the company that will be making the signs. They are making one sign for the Den and one for the front of Building One. Proposal is for up to \$20,000 for both signs. Cody made a motion to approve, motion passed.

Vice President (Valerie)

- Warren Miller (see Addendum 1)

Secretary (Erin)

- Approval of September Meeting Minutes ([PTO October Meeting Minutes](#)) Jill motioned to approve minutes, Cody seconded, minutes approved.

Treasurer (Kyle)

- Budget([PTO Budget November 2022](#))
- AtoZ changing payment processor from PayPal to Stripe (LumaPay)



- Changing the way PTO issues payments to families for trips. Give half of the money in December (based on sales so far this year) and the other half payable at the end of the year.

Dir. of Fundraising (Cody) Upcoming Events:

- Hearthfire is closing in January. They will still be doing the Book Fair for this year (to be held in the community room), but we still need a new fundraiser for 6th grade. Families who have paid for the full year will be issued a credit they can use on the new fundraiser. If they choose not to participate, they will be issued a refund from the bank. Freeze Pops were the most popular suggestion raised at the meeting as a replacement.

Dir. of Communications (Jill)

- Volunteer Hours: since last meeting - 824 hours from 124 unique volunteers
- Raffle Winner: Daniel Matus
- Teacher buy back money must be claimed for reimbursement.

Events Coordinator (Aja)

- Mom's Night Out- The original plan fell through but a new plan for the end of November is in the works. We are looking into Campfire, Revival and Casa Tequila's as possible venues. We are also looking into offering a package (i.e. a margarita + a meal) for a set price. Dr. Hudson suggested a Dad's Night Out too, which everyone agreed was a great idea.
- Trunk or Treat was a great success!

5:50-6:00p

New Items

- Collection Drive (Jill) through November 8
- Green Team (See Addendum item 2 for proposal)
-The school is looking to make a shift from Community Service Day to something broader where each grade would do a community service project. The Green Team Program was proposed on behalf of the 5th Grade. A vote on Green Team Proposal will take place at the next meeting after PTO has reviewed all grades' projects as well as the monies needed for those projects. Depending on costs, the PTO may vote to increase the line item for community service in the budget.

6:21p

Adjournment



Meeting Minutes Addendum:

1. Warren Miller

Confirmed for:

- Contracts signed with both Warren Miller Productions and Center Stage
- Saturday, 12/3 (adult only, 21+) - photo booth, 80s/90s retro winter gear costume contest (shot skis are the prizes, made by Dan Halligan), \$45/person which includes a drink ticket
 - Sunday, 12/4 (2 pm) - kid crafts and will be selling root beer floats, \$22.50/person
 - Slife's confirmed for Sunday, still searching for a food truck for Saturday (tried several local and they said no for various reasons)
- Food/Drink
 - Will sell concessions for both events
 - Agreed to \$10 per alcoholic drink with Center Stage - they keep \$7, we keep \$3
 - Will be using the greenroom as a sponsor appreciation room where we will have snacks/non-alcoholic drinks
- Ticketing
 - Using Center Stage ticketing site - they keep the \$2 service fee, but otherwise, no charge to us
 - Tickets were live for RMAE families exclusively 11/1-11/3, opened to the community on 11/4
 - Only 10 tickets left for Sunday's show - may be a few more once we know how many sponsor tickets will be used for the event in the two rows that are currently reserved for them
 - 24 tickets sold for Saturday's show
- Marketing
 - Working on cross-promotion with Boone Mountain Sports, our primary sponsor
 - A banner for intersection of 73/74 in town is at the printer
 - Using social media, Evergreen Chamber of Commerce, and physical posters in windows and will be staking some in the ground
 - Any other thoughts?
- Sponsorships
 - We are at \$6700 for sponsorships - 1/1 for Double Black Level (\$2500), 2/5 for Black Level (\$750), 3/5 for Blue Level (\$500), 6/6 for Green Level (\$200), and 6/7 for Bunny Hill/Family Level (\$150)
 - Reminder that families sponsorship gets two tickets to either show, 5 volunteer hours, \$15 credit to AtoZ, and entry into our sponsor swag bag giveaway - THIS IS A GREAT VALUE ESPECIALLY FOR THE SATURDAY EVENT!!
- Prize Drawing and Silent Auction
 - We have amassed lots of donations for the prize drawings and silent auction, including a weekend stay at a Winter Park AirBNB, a weekend stay at a Crested Butte VRBO, art classes, personal training sessions, artwork, ski/snowboard rental vouchers, tickets to a play in Golden
 - Working with Logan Boone on a ski with a pro item and a stay at the Winter Park Chalet; also hoping he will donate a pair of skis like last year
 - May be reaching to out the grades to put together baskets for the prize drawing like last year
- Volunteers
 - Will put out a request next week - known asks will be clean-up, help with concessions, help with the craft table for kids, parking, possibly A/V



2. Green Team

Green Team at RMAE

Elementary schools across Evergreen have become involved in Green Team with the support of Evergreen Sustainability Alliance. Current schools actively participating at some level include Bergen, Wilmot and Parmelee. Green Teams can range in offerings from composting to student-led leadership teams that lead waste audits, energy audits, plant schoolyard habitats, and work to protect biodiversity in their own community, among other areas of study by following the [National Wildlife Federation's Pathways to Sustainability Curricula](#).

We are proposing that RMAE begin "going green" with instituting a composting program in 2022 – 2023.

Scope:

The 5th grade staff team would like to make this Green Initiative their community project for the year. We would launch this initiated in January 2023. Composting would be done on days where volunteers are on-site for PTO lunches. **One** additional volunteer will be requested/scheduled to support the composting initiative. Two composting bins will be stationed by each garbage receptacle for disposing all food waste. We will limit composting to food waste in order to utilize Evergreen Sustainability's Hauler. Each bin will be weighed at the end of each lunch so we can track program and share with students. The goal is to reduce waste over the year. A designated volunteer will take compost to Evergreen Sustainability's compost drop off behind King Soopers.

Stakeholders: Administration, parent volunteers, and students.

Supplies:

- Five Gallon bins with treaded lids to ensure there is no spillage during transport. (Donated by The Conscious Merchant- The Armstrong's Zero Waste Retail brand).
- Compostable Liners for bins. \$25 for 48 bags.
- Scale- for 5th graders to track the amount collected as part of community project.

Cost: The upfront cost of scale and liners will be \$75. Composting currently costs schools \$80 per month, there have been conversation of this price increasing slightly, so we've accounted for a \$10 increase in our request. The program will be seeking PTO support of \$525 for the Spring Semester.

Future goals: Should the composting program be successful and receive engagement from all stakeholders, we would work towards creating leadership opportunities for students and bring in educational content to support green education.