**Heritage Elementary PTO  
February 14, 2023 General Meeting Minutes**

**I.** **Meeting was called to order** on February 14, 2023, at 9:40am by President Shannon Callendar. Meeting was held in person at Heritage Elementary. Motion to approve the Minutes from the January PTO General Meeting by M. Avery, 2nd by S. Rector.  
  
**II.** **Treasurer’s Report (Laura Coughlin)**We have an $110,023.57 ending balance with $102,523.57 in available funds currently in the PTO account. Expenditures pending include playground equipment ($17,000) and the remaining balance on the stage projector ($11,000). Motion to approve by R. Burns, 2nd by J. White.  
 **III. Restaurant Nights (Angela Engle)**January – SkyZone Family Fun Day $100  
February – Open House/Book Fair Food Trucks $104 so far  
March 21 – Ted’s Café Escondido (Danforth), Dine-in and Carry-out

**IV. Fundraising (Angela Engle)**BoxTops - $134.90 total for the school year  
Mabel’s Labels – open all year  
Amazon Smile – $627 disbursed in February  
Simply Sign It – open all year (25% back to school)

**V. Spirit Store/Spirit Squad (Rachelle Burns)**February Spirit Store was during Open House nights, and lots of spirit wear and spirit store items were sold! Thank you all for supporting Heritage and getting your gear (on sale!). Spirit Wear will go back on sale online for purchase next week.

Thank you also to all the popcorn volunteers for Spirit Day on Friday, February 3rd!

Next Spirit Day is Friday, March 3rd.

**VI. Homeroom Coordinator (Rhiannon Klier)**Valentine’s Day Parties are today, Tuesday, February 14th! Up to 4 volunteers (workers to set up party, help with snacks/crafts/activities, etc) total will be allowed in each classroom, and will need to be on the list to check in at the office. Items for parties need to be dropped off in the front foyer by noon Tuesday. Please do NOT park in the driveway/pickup line if you are coming to help.

Reminder to party volunteers to only sign up for 1 party (not multiple) and do not park in the car rider pickup line.

Door decorating for Spring can begin at any time. Heritage Hero (Teachers/Staff/Admin) Appreciation Week is coming soon (May 1-5).

**VII. Communications (Sarah Woods/Alicia Cox)**Sarah will continue to include Teacher Spotlights in the S’Mores newsletters, so make sure to submit and recognize our wonderful teachers! Alicia takes care of the social media posts, along with the online Spirit Wear sales.

**VIII. Upcoming Events**Teacher Dinner: Thursday, February 16th, sponsored by 2nd Grade parents. Monetary donations can be made online, in the tab for Teacher Hospitality on the PTO website. The sign-up genius is now open to all parents of all grades to ensure enough items are provided. Food items that are hot need to be dropped off at the school between 3:40 - 4:00pm. All other items can be dropped off anytime before 4:00pm. There will be a table set up in the lobby. Please label all containers/utensils you wish to get back.  
  
5th Grade fundraising opportunities: Fundraising for 5th grade t-shirts and end-of-year party will include Heritage candy cups at all music programs.  
  
Mother/Son Game night: The event date will be Thursday, March 30th. Offsite options (Main Event, AMF Bowling) were just too expensive, so it will be held at the school. There will be a DJ, food, board games, sports games, Photo Booth, inflatables, and possibly laser tag! More info to come.

Art Pals: February 27th – March 3rd, the theme is Gaudi’ mosaic art. Volunteers needed for each grade (K-2).

Heritage Hero Appreciation Week (May 1-5) committee meeting will be Tuesday, February 21st, at 9:30am in the STEM Room.

PLAC (Edmond Parent Legislative Action Committee) is an organization that advocates for strong, equitable public schools for all children. As a parent, you can join and be involved as much or as little as you like. There is an event on February 20th – Capitol Day, and Public Schools Week is February 27th – March 3rd.

Heritage Spring Picnic will be April 13th, more info to come.

PTO Board Members needed for 2023-2024 school year:

President   
Communications Officers (1 for social media and 1 for newsletters/flyers)

Angela Engle (Co Vice-President) will post the form needed to run for these positions by March 1st. The slate will be voted for/approved in the March PTO General Meeting, and then the voting for candidates will be held during the April PTO General Meeting as well as online.

**IX. Volunteers Needed**Lunch Pals: Sign up for any day of the month, for 1 hour or 3 ½ hours, we need assistance in the cafeteria helping the kiddos during their lunchtime.

**X. New Business (Mrs. Frank, Principal)**Gaga Ball rules were discussed during Harmony this week for all the students to learn how to play. The Gaga Ball Pit will be open for use starting Wednesday! Shaded areas with picnic tables are installed, and the soccer goals are in place.

**XI. Meeting adjourned** at 10:35am, motion approved by M. Stacy, 2nd by A. Engle.

Next PTO meeting will be 3/21 @ 9:30am