

Zach PTO Meeting Minutes

Wednesday, September 10, 2025

Meeting Called to Order: 6:02PM

Attendees:

Lisa Ordonez, Rachel Schmelzle, Heather DeFazio, Rocio Martinez, Brooke Walter, Marie Austria, Deanna Rhinehart, Lauren, Amber, Connor Duffey (School Board District F), Kristen Mank, Katherine Green, Angel Herrick, Meisha Pon

1) Introductions

a. Connor Duffey - School Board Representative

- i. Started school year with hot days and early releases. They will work on better communication.
- ii. Calendar committee – schools starting after Labor Day. Difficult with elementary, middle and high school schedules, would need to start at different times. Middle and high school would start before Labor Day and elementary after. There is a cost incurred with changing schedule – food, security and busing.
 1. If changes are made, would happen two school years from now.
 2. Deanna asked about community input – having kids in different schools on different schedules would be difficult. Connor – there will be a survey to gain community feedback. Another major concern is little siblings being left alone because big siblings are still at school.
- iii. Audit committee – safety and security, buildings, improvements.
- iv. Legislative committee – covering state capital and funding. Secured funding for healthy meals for all. K-12 education receives bi-partisan support. Budgets are set for this year including Mill Levy dollars.
- v. Comprehensive Planning Committee – long term planning for decision about closing schools. Enrollment is declining. Firmly committed to not closing schools. We can repurpose these buildings for other learning purposes.
- vi. School Board will come out with report to let everyone know about numbers in PSD student population.
- vii. Angel asked about funding and our financial ability to support kids at our school. And emphasizing the positive to combining schools and communities together. How can we bring in more kids from out of our district rather than poaching kids from other schools within PSD. No programs currently at elementary school level to attract out of district students.
- viii. Rachel asked if we are in the running for getting our A/C updated. They can put in 2-3 systems over a summer (speaking specifically about elementary schools). We are on the replacement schedule but other schools that have a dire need are first.
- ix. **If you have questions or concerns for Connor, feel free to email him with the subject line, “Zach Parent”. (That will ensure he sees your email.)**

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- 2) Approval of minutes from previous meeting
 - a. Minutes are approved.
- 3) Reports
 - a. Principal Report (Angel Herrick)
 - i. Things are well and our data is strong. District goals – literacy, belonging and graduating with options. Writing needs to be upped across the board, especially in math. Staff is learning about autism and learning about different needs of students. Looking at ways to be inclusive as a community and for our students who need help with accessibility.
 - ii. Construction at the school entrance is supposed to be done September 24th.
 - iii. Outdoor classroom is being put in October 16th. Hopefully done that weekend while school is out.
 - iv. Student population at 520. New move ins with new students have increased enrollment.
 - b. Teacher report (Mrs. Brooke Walter - 4th Grade, Mrs. Heather DeFazio- 1st Grade)
 - i. Great start to the school year. Testing (MAPS and Dibels) are done.
 - c. Treasurer Report (Rocio Martinez)
 - i. Budget handed out for the entire school year.
 - ii. Not a lot of expenses this month. Just Back to School Bash – official amount not in yet.
 - iii. Biggest expense is Outdoor Classroom
 - iv. We have \$25,000 buffer in our account.
- 4) Standing Committees
 - a. FUNdRUN - Marie and Diana
 - i. Things are going well with planning.
 - ii. T-shirts have been ordered.
 - iii. Class experience prizes have been changed – mini-golf experience, ga-ga ball pit and breakfast in the teacher's lounge.
 - iv. Most of our sponsors are Zach families with businesses.
 - v. Sign up for volunteers coming soon.
 - vi. Schedule of run day in next family memo.
 - vii. October 24 is rain day.
 - b. Back to School Bash – Deanna Rinehart and Meisha Pon
 - i. Unofficial numbers – School Pay \$1,740; Cash \$2,530; Revenue \$4,000
 - ii. Rented a porta potty. \$160 per day. Could get rid of for next year.
 - iii. \$300 on prizes and some left over for next year.
 - iv. \$7500 for Airbound, DJ and rock-climbing wall.
 - v. We do not break even with wrist band sales. Sales do not cover all expenses. We are short about \$4,000 (which PTO covers).
 - vi. We will need someone else to step up and help Meisha next year. Deanna stepping down.

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- vii. Book date early for next year so that we can book food vendors early. Will decide as soon as district calendar is approved.
 - viii. Would like to provide an incentive for teachers to stay to interact with students.
 - c. Scholastic book fair – Rachel Schmelzle and Lisa Ordonez
 - i. All committee members are returning.
 - ii. Dates are set for November 1-12. As soon as we have our call with the Scholastic rep we will put together the calendar and begin asking for volunteers.
 - iii. Amber asked about outside school hours – we will have hours after school and later to accommodate kids coming from Alpha Best. Also, late hours the night of the 4th grade music program.
 - d. Book Bowl – Lisa Ordoñez (on-going support), Sarah Goddard and Amanda Griffin (4th), Emily Thurn (3rd)
 - i. Looking good. Just had meeting with 3rd and 4th grade liasons to prepare for the start.
 - ii. Coaches' meeting next Monday. Then the following Monday is week 1.
 - iii. No interruptions this year, competition before Thanksgiving.
 - iv. Volunteer opportunities going out in October.
 - e. Staff Appreciation – Megan Clay, Kristin Haberman
 - i. Luncheon next Thursday. Tailgate themed.
 - ii. Separate emails requesting volunteers help with sign up.
 - f. Yearbook – Ali Black and Alin Arregui
 - i. No representatives present. Whole committee has returned and will work on it again this year.
 - ii. Email update from Ali - Smug Mug account. Hung posters at Back to School Bash. Collecting pictures at events through QR code. Extra funds helped with photo account and photo QR code boards.
 - g. Library – Ali Black
 - i. Ali not present. Email update – Transition with new teachers went smoothly. Schedules worked out for the year. Plenty of volunteers. Helping with covering books and helping tech.
 - h. Directory Committee – Elsie Pringle, Sarah Rechner
 - i. Due date Friday. Looking good.
- 5) New Business
- a. Grants/Projects for funding
 - i. Joy Vallejo – asking for reinforcement tools for classroom, Velcro dots and figurines. Total \$125
 - 1. All approved.
 - ii. Kindergarten team – new behavior rewards system. Magnets, boards and stars, \$102.87.
 - 1. All approved.
 - iii. Mr. U – new recess equipment, footballs, etc. total \$400.
 - 1. All approved.

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- iv. Mrs. U – a wireless keyboard and mouse, mobile stand up desk podium, total \$111.58.
 - 1. All approved.
 - v. Mr. Scott – book covering system. CoLibri Book Covering System, \$1800.
 - 1. Push pause until next PTO meeting. May be able to use funds from Scholastic dollars (comes from Book Fair).
 - b. Advanced Notice - PTO Opportunities 2026-27 - e-mail zachpto@gmail.com if **interested**
 - i. PTO President and Vice-President
 - ii. Back to School Bash Co-chair and Committee Members
 - 1. Lauren has volunteered to help.
 - iii. FUNdRUN Committee Members (Need 4 people)
- 6) Old Business
- a. None.
- 7) Next Meeting - Virtual on 10/8/25; 12 pm
- 8) Adjourn: 7:38PM