

Zach PTO Meeting Minutes

May 13, 2026

Meeting Called to Order: 6:04PM

Attendees:

Lisa Ordonez, Angel Herrick, Heather DeFazio, Ali Black, Greg Spalding, Rocio Martinez, Mary Nehring, Marie Austria, Rachel Schmelzle, Meisha Pon, Brooke Walter, Megan Clay, Luiz Cotton-Maceta, James Everley

- 1) Introductions
- 2) Approval of minutes from the previous meeting
 - a. Minutes approved.
- 3) Reports
 - a. Principal Report (Angel Herrick)
 - i. Staff meeting showed how well our team and community does together.
 - ii. 5th graders were published in an arts magazine. Poudre Library bookmark contest, 2 Zach students will be published. John Irwin Award for Excellence. CMA award performance celebration. Zach Student participates and has won Battle Bots competitions. Special Olympics. We have a great culture of kids at our school. Lots of things to celebrate.
 - iii. New speakers in gym.
 - iv. Outdoor classroom will not be done until September-October due to water restrictions. Two pear trees will be planted.
 - v. Hiring – still hiring CBA paras. CBA program will be growing by 2 students next year.
 - b. Treasurer Report (Rocio Martinez)
 - i. We are in a healthy position. Positive balance of \$80,000. Will cover reserve for next year. In March and April, we paid for 7 mini grants that are already approved. Total \$4,500
 - ii. Two more mini grants pending. Total \$865
 - iii. We've had \$2,500 in income since April.
 - iv. \$155,000 total expenses, most of that was the outdoor classroom (\$42,000).
 - v. Next year, expenses will be the same as they were this year.
 - vi. We still have extra funds of \$28,000. We can decide in the beginning of next year as to where we want to spend the money.
 1. Angel - Hold on to \$26,000 until the outdoor classroom is done in case the project ends up costing more than we have. We will also have quotes for tables, so we have it for the future if we decide to purchase those with our extra funds.
 - vii. Goal for Fund Run \$50,000. PTO budget, \$49,000. New set of books for Book Bowl \$6,000. Want to increase reserve to \$30,000 since we are funding the Back to School Bash and we must pay vendors ahead of time. At the end of the year, we will have a positive balance of \$32,000.

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- viii. Ali – funds for yearbook. \$1,500 to pay for Smug Mug subscription and make scholarships available for kids who want a yearbook but cannot purchase.
 - ix. Mary – what is the goal of our fundraising for Fund Run next year? Angel - \$50,000 is for our PTO fund. If we make extra, then we can decide what to do with it (staff, students, parents).
 - x. Ideas for extra funds:
 - 1. Bike repair kit to have on campus.
 - a. Luis will reach out to Bike Fort Collins about a free bike repair kit.
 - 2. Soccer goals, painted 4 square, extra outdoor tables, staff training – hosting a Professional Learning Community speaker, fixing or replacing balance beam.
 - xi. Budget approved for next year.
 - c. Teacher report (Mrs. Brooke Walter - 4th Grade, Mrs. Heather DeFazio- 1st Grade)
 - i. Teacher Appreciation week was awesome. Very much appreciated. All end of the year testing is done.
 - ii. Grants/Projects for funding
 - 1. Approving increase of mini-grant budget for this year only, \$1,106.
 - a. Approved.
 - 2. 1st grade team – take home folders for next year. \$105.11
 - a. Approved.
 - 3. Mrs. Fierro – school supply kits for families in need. 2 kits per grade level. \$1,000
 - a. Approved.
- 4) Standing Committees
- a. FUNdRUN - Emily Thurn and Brittany Cora
 - i. No representatives present.
 - ii. They are currently meeting and getting started for next year. Most positions are filled.
 - b. Back to School Bash – Meisha Pon and Lauren R
 - i. Vendor is Airbound. Modified activities and negotiated price. Contract has been sent to district for approval. In summer we will aim to get more volunteers.
 - c. Scholastic book fair – Lisa Ordoñez
 - i. In search of a new head for the Book Fair committee. Current committee should be back next year, minus one person. Will advertise in the family memo to find more volunteers.
 - d. Book Bowl – Lisa Ordoñez (on-going support), Sarah Goddard and Amanda Griffin (4th), Emily Thurn (3rd)
 - i. Amber Stire and Bianca Crowley will take over 4th grade next year. We will be using the new book, “Bridge to Terabithia”. We already have a set of books from a previous teacher. Schedule is set and will occur in the fall.

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- ii. Megan Clay and Greg Spalding will take over as coordinators for 3rd grade. Our new book is, "The One and Only Ivan". 3rd and 4th grade already have copies of this book; we will determine if we need to order more.
 - e. Staff Appreciation – Megan Clay, Kristin Haberman
 - i. Megan – thinking of doing less next year. May do a survey to get parents opinions on which things they like best.
 - ii. Brooke and Angel – may utilize social media more to get links directly to people. Laurel would be in charge. Greg – we simplified social media within the last year. It needs to be managed by staff and only in one place.
 - iii. Luis – perhaps knowing about the sign-ups more in advance?
Megan – sign-ups are all in the Sign-Up Genius account and can be posted earlier to allow parents to plan.
 - f. Yearbook –Ali Black and Alin Arregui
 - i. Yearbooks are here and will be distributed soon.
 - g. Library – Ali Black
 - i. Starting inventory. Volunteers will try to take over inventory for Dawn.
 - h. Directory Committee – Elsie Pringle, Sarah Rechner
- 5) New Business
- a. Approval of New PTO Board Members
 - i. Luiz Cotton-Maceta - Approved
 - ii. James Everley - Approved
 - iii. Jen Bowman - Approved
- 6) Old Business
- a. Advanced Notice - PTO Opportunities 2026-27 - **e-mail zachpto@gmail.com if interested**
 - i. FUNdRUN positions (need 1 more person?)
- 7) Next Meeting - TBD in September 2026
- 8) Adjourn: 7:22PM