

# RPES PTGO Executive Board Meeting 10/8/2025

## Meeting summary - AI Minutes

### Quick recap

The meeting began with administrative updates including quorum confirmation and approval of previous minutes, followed by staff and student achievement highlights from various school activities including River Park events and the Reading Buddies program. The team discussed Unity Day planning and reviewed the treasurer's report, which included financial updates and changes to bank accounts. The conversation ended with detailed discussions about the readathon program, including implementation of a student reading leaderboard system and plans for spirit wear sales initiatives, with the group approving a grant request and welcoming a new member to support these efforts.

### Next steps

- Kat to provide teachers with access to the readathon leaderboard and spreadsheet showing student participation.
- Kat to create a modified leaderboard with first name and last initial only for the PTGO website.
- Kat to provide reporting to teachers on which students aren't participating in the readathon.
- Tony to send out the specials newsletter this weekend.
- Tony to include the readathon QR code as a PDF attachment in the Tiger call.
- Ms. Libby to create Spanish communications about the readathon for Spanish-speaking families.
- Jenna and team to specify for next year's readathon whether reading during school hours counts toward minutes.
- Elise to work with Olivia Hodge to onboard her as the new Secretary and Spirit wear rep.
- Elise to explore implementing a pre-order system for new spirit wear designs.
- Heather to set up balance alerts for the checking account.

The meeting began with Elise confirming a quorum of seven members and noting that Kat would be late. The group approved the minutes and agenda from a previous email.

### Principals Update

Tony provided an update on River Park, mentioning the success of the readathon and the recent Hispanic Heritage celebration, which was well-attended and enjoyed by families. Ms. Libby shared her enthusiasm for the Hispanic Heritage event, expressing gratitude for the support and highlighting the success of the mini-market and cultural activities. She also mentioned plans for future cultural events and assemblies, and praised the contributions of various teachers, including Mr. Singer and Ms. Wagner.

### **Teacher Rep Updates**

The meeting covered various updates from the school staff, including the return of the Reading Buddies program and the launch of a readathon. Teachers across different grades shared their progress in curriculum implementation, focusing on reading, writing, and math, with specific mentions of field trips and upcoming activities. The treasurer's report was briefly mentioned, but the main focus was on staff and student achievements, with gratitude expressed for the PTGO's support of field trips and other initiatives.

The meeting covered two main topics: an update on Unity Day and a treasurer's report. Lisa discussed Unity Day on October 22nd, an anti-bullying campaign where participants will wear orange to promote kindness and inclusion.

### **Treasurer's Report**

Heather presented the treasurer's report, highlighting a September closing balance of \$28,218.95 and various income sources including donations, Spirit Night, and PayPal transfers. She also explained recent changes to the bank account, including adding Jesse as a signer and opening a money market account with \$2,500 initially transferred. The group discussed setting up balance alerts for the checking account to ensure sufficient funds for expenses.

### **Committee Updates**

Jessie provided a brief update on membership, noting a few new families and her request to join committees.

Jenna discussed the ongoing readathon, expressing gratitude for the team's efforts and sharing progress, including donations and minutes logged. She mentioned that volunteer slots were full and outlined plans for announcing and distributing grand prizes. The group also touched on the need to coordinate with 4th grade teachers regarding reading slips on the day they will be on their Mountain Field Trip, with Kat and Jenna planning to address this further. The team discussed the implementation of student reading data tracking and leaderboards on their website for the Read a

Thon. Kat presented a system that shows live dashboard data updated every 15 minutes, including grade-level leaderboards of top readers. Lisa suggested having PTGO members sponsor grade levels to help monitor participation, and proposed creating avatars for top readers as a future possibility. The team agreed to make the data available to teachers and Mr. Widder, though they decided to keep student names first and last initial on the public website. They agreed to provide teachers with access to the dashboard to encourage participation, particularly for students with low or no current participation. The team also addressed concerns about logging minutes, with Jenna clarifying that students could log minutes multiple times during the readathon period but should avoid double-counting entries.

### **Readathon Participation Strategies**

The team discussed strategies to increase participation in the readathon, noting that while some classes had high participation (up to 90%), others were below 50%. They explored various communication methods, including sharing QR codes through Tiger calls and placing them in the carpool line, with Libby offering to create Spanish-language materials and newsletters to reach Spanish-speaking families. The team also discussed reminding parents about the availability of Spanish copies and clarifying that reading activities like ear reading and digital reading count towards participation.

### **Readathon Minutes Policy Discussion**

The team discussed the readathon's minutes counting policy, confirming that minutes should only count after school dismissal, not during the school day. They addressed concerns about teacher participation incentives, with Lisa noting that some teachers had previously submitted quadruple the minutes of others, which was deemed unfair. Kat suggested giving teachers with 90%+ class participation a gift or reward, though Lisa and Jenna agreed this needed careful consideration. The team also discussed handling of potentially unrealistic entries, with Kat explaining they give students the benefit of the doubt unless entries are clearly impossible, and manually adjust entries to ensure proper calculation.

### **Exploring Givebacks for Spirit Wear (and website hosting?)**

Kat presented an update on Member Hub, now called Givebacks, which offers free services for spirit wear sales, inventory tracking, and website hosting. The group agreed to explore using Givebacks for spirit wear sales and potentially transitioning their website to the platform. They also discussed the upcoming readathon and plans to send out a newsletter with updated data. Elise also provided an update on spirit wear sales, noting \$1,407 total revenue from various events and online sales,

with current inventory retail valued at \$3,220. The group discussed future directions for spirit wear, with Elise suggesting a holiday pre-order system for new designs to avoid excess inventory.

### **Spirit Wear Pre-Order Initiative**

The meeting focused on spirit wear initiatives, with participants agreeing to implement a pre-order system to reduce inventory risks and explore themed designs, including a Spanish version to better represent the diverse community. They discussed expanding merchandise options to include hoodies, socks, and other items, while also considering donations to students on the Angel Tree and teacher discounts for last year's spirit wear designs.

### **Grant Requests and Votes**

Elise presented a teacher allocation request from Julie Rice, which was approved by a vote of all present members. Another grant request for purchases of yearbooks to 5th graders who don't order them was requested and granted up to \$500.

The Board voted unanimously to bring Olivia Hodge on board as a new member to help with secretary and spirit wear tasks.

AI can make mistakes. Review for accuracy.