

Sargent Elementary School – PTO Meeting

September 2, 2026

In attendance: Sam Smartt, Tami Plane, Dana Barlow, Emily Brown, Erica Robles, Lyndsey Christensen, Katie Francis, Taylor Sanchez, Dana Brown, Danielle Price (at end)

Meeting called to order at 2:30 by Sam Smartt. Introductions were made.

1. Minutes from May: Emily hadn't yet typed minutes from the 5/19/26 minutes, so she read them to the group. Sam moved, Dana seconded to approve the May minutes. Motion passed.
 - a. **EMILY** will get May and September minutes typed and to Maggie to post on website.
2. Treasurer's Report: As of March 25, the starting balance was \$15,750.37, and the ending balance as of 9/2/26 was \$9,036.50. Most of the expenses were from the end of the school year last year. This school year we purchased some start of year gifts and a teacher breakfast. Sam moved, Dana Brown seconded to approve the report. Motion passed.
 - a. We will keep thinking about getting additional people as signers on the account. Currently Sam and Dana Barlow are signers, and the process to add signs is complicated.
 - b. **SAM** will restock teacher fridge with drinks.
3. Old/New Business:
 - a. Teacher Request Forms: LaRae requested \$80.95 for supplies for her new STEAM class. Officers had approved this and Dana wrote her a check today. Most teachers put in a request for our "Back to School" offering. Kindergarten mostly just wanted snacks, so PTO just purchased these for the whole bottom floor. 1st & 2nd got pencils, lead, flashcards, and clipboards (2nd). 3rd asked for "multiplication poppers". Katie Brown & Vanbibber requested books. Castillo, Rockey, Price asked for "teaches pay teachers" plan access. Ms. Davis received an Amazon gift card for supplies. LaRae asked for STEAM stuff. Ms. Miller is the only teacher that hasn't ask for anything. We spent \$50 on specials and a bit more on individual classrooms.
 - b. Field trips: There was some discussion and explanation about how PTO supports class field trips. These have budgets, but sometimes they need additional funds. These types of requests have to be signed off by the principal, which helps ensure alignment of available budgets. **PTO** needs to create a policy for how we support chaperone payments, after a more confusing that needed process last year.
 - c. **EMILY** will check on plans for the overnight museum field trip. Are they doing this for 5th and 3rd this year? Many parents in the group felt it would be great to make that just the 5th grade trip based on age and maturity of kids.
 - d. Teacher Lunch: We try to do this monthly, especially during parent teacher week. For August we did breakfast quesadillas and cinnamon rolls (Sunflour Cafe) and three fruit bowls (Safeway) on August 26th. This breakfast received a lot of positive feedback. Sunflour Café was great and even went in early to have them ready in enough time for our delivery.
 - i. September 23rd we will do a teacher lunch of Subway sandwiches.
 - ii. October - Sam already booked The Lightbeam coffee truck for the morning during bike-a-thon (10/22). We plan to cover the cost of teachers' coffee that

morning. **Sam** will remind Lightbeam to bring more supplies, especially for energy drinks, and probably a 3rd staff person, to cover the demand for families and high school students.

1. Sam also reached out to La Pache Pache for a food truck during one of the parent-teacher nights (likely 10/20). (They have taken over the restaurant in Center and aren't regularly doing the food truck, but they are happy to as long as their trailer is still registered.) Tami knows Sauvecitos too and can ask them. Last year Sam got a pre-order from teachers a week before, then picked up food at the truck at 4pm and brought food into the Teachers' Lounge. Then the food truck opened up for families about 4:30pm. (Last year we paid \$262 for teacher meals.)
 - e. Bike-a-Thon: This year's event is 10/22. We will send out a save-the-date now, then will send forms for fundraising a few weeks later. This is for all elementary kids. In the past, kids who didn't ride their bike and to sit with a teacher and write an essay while their class was biking. Sam booked Bobalicious coffee for the volunteer truck. **EMILY** will email Flores and Hodgson to see if they will be doing any bike safety education during PE. We need PTO volunteers the evening before to check in bikes and all day on 10/22. **PTO** will have a sign-up sheet at the October meeting. One of the roles the elementary Student Council has taken on is asking for sponsors for this event. STUCO elections are a bit behind this year, but Ms. Behil and Ms. Milne are working on this. Sam has already asked Ms. McBartlett if the high school National Honor Society students can help as volunteers too.
 - i. Class shirts: PTO will purchase shirts for all the kids to be used for bike-a-thon and for other class events throughout the year. **PTO** will updated order forms for this year, and will add a note to keep these shirts for year-long use. We discussed keeping grade colors the same from year to year so shirts can be reused if desired. It might be easier for PTO to pick shirt colors versus asking teachers. It would also be valuable to make sure the shirts we choose have a youth XS option. PTO did buy shirts for some "specials teachers" last year, and their shirts are still good. **PTO** will need to buy a few new specials teachers shirts this year (Deanna, Danielle, Nichole).
 - ii. Sam has asked Mr. Flores if he will be doing the color run again so PTO can know if they need to plan on supplies.
 - f. Yearbooks – Sam talked briefly to Ms. McBartlett to see if the high school yearbook committee might be able to put together an elementary yearbook as well, especially if PTO could provide some funding to help with this.
4. Liaison/Teacher/Principal Update:
- a. Danielle, the K-12 Social Worker, is our school-PTO liaison and was able to attend at the end of the meeting and provide updates. The school is starting Phase 1 of a BEST grant to replace boilers in the building by the end of September. Phase 2 will start over the summer and will include updates from air to water to LED lights.

- b. Last year the school, with community partners, created a Profile of a Graduate. Superintendent Hodgson sent info about this in his recent community email and asked for feedback through a survey link.
 - c. New electives of “Wonder Workshops” for K, 1, 2 (STEAM) and Technology 3rd, 4th, & 5th, along with a rotating choice between Art and Music.
 - d. No fees were collected at registration. There might not be any fees this year, pending some budget discussion. We will pre-pay for ski days (starting in 3rd grade).
 - e. Fall swim days (3,4,5) and spring (K-2) will be occurring. The school is trying to schedule pumpkin patch days (maybe Oct 13), but the yields are not great so likely on only students can get pumpkins. Hopefully they can avoid scheduling swim days on the same days as homecoming/parent teacher meetings/bike a thon.
 - f. Step up to Writing is a new writing program for K-8. There hadn’t been a writing program in the past. This a wonderful writing program. Kids will be doing an initial assessment this week or before, then will do middle and end of school year assessments.
 - g. They are looking for volunteers for the library. Parents can sign up, do a background check, then schedule times to volunteer. The school will have a high school student aid to help. PTO parents also suggested a “fix and feed” event to help repair any books.
5. Communication: **SAM** will update the PTO text list. Just respond by saying who you are. A reminder that we have a Facebook page (<https://www.facebook.com/profile.php/?id=100076096867832>), info on the school’s website (<https://www.sargent.k12.co.us/sargent-elementary-school-pto/>), and the administration assistant Maggie Osman can send info through the school texts/emails.
6. Next meeting: Wednesday October 7th at 2:30 pm