

Highland Park Elementary PTO Meeting Minutes

January 8, 2026

I. Call to Order

- A.) Welcome Parents and Teachers @ 5:42 p.m.
- B.) 12 parents and teachers in attendance.

II. Review of Minutes

- A.) The November 13, 2025 PTO meeting was cancelled due to a power outage at the school. An officers only meeting was held in December to discuss any immediate needs and concerns prior to the next meeting scheduled for January 8, 2026. No minutes were taken during the informal officers only meeting.
- B.) Minutes from the previous meeting held on 9/11/2025 have been reviewed, approved and posted for public viewing on the Highland Park link of the SCSD2 website under the *Parent Resources* tab for reference.

III. Principal's Report - Molly Swan

- A.) The Annual PTO Board Meeting is scheduled for **March 5, 2026 at 11:00 a.m.** at Highland Park. Two members of the School Board will be in attendance to afford parents an opportunity to present questions or concerns.
- B.) [Niche.com](https://www.niche.com) has ranked Highland Park Elementary as the 2nd best Elementary School in the State of Wyoming. Parents may leave online reviews as part of the ranking criteria.
- C.) Superintendent Stultz is transferring to a new position with the State leaving an open position. It is anticipated that the name of the new Superintendent will be announced in February 2026.
- D.) Both the students and teachers are adjusting well after returning from the Christmas Break. In the past, a "Husky Trek" had been scheduled after the break to remind students about expectations. However, it was decided

that teachers would present a slideshow in class to review expectations rather than dedicate a full day out of instruction this year.

IV. Treasurer's Report - Nicole Christensen

- A.) See attached Highland Park PTO's Treasurer's Report 1/08/2026 with an ending balance of **\$11,809.23**.
- B.) The PTO had a net profit of **\$1,876.12** from the Fall Book Fair's cash and check sales.
- C.) The PTO received \$5,000.00 from a portion of the Fun Run proceeds.
- D.) The attached proposed 2025-2026 budget was reviewed and approved.

-There was an increase in the Snack Pantry budget due to the inflation of costs.

V. Old Business (Some from the prior missed meeting)

A. Book Fair – Proceeds and Feedback

Partnered with **Sheridan Stationery Books & Gifts (SSBG)** – total sales of **\$6,422.55**.

Credit earned: \$1,926.77

Amount owed: \$2,082.80

Adjustment: Short \$148, but Jessica Bohnsack will adjust the balance.

(For reference: last year's total was \$6,124.33.)

Working with SSBG was a great experience – supportive staff, strong selection, and easy process.

Improvements: Consider a better method for tracking sales next year.

Tax exemption: Approved through the State of Wyoming (thank you, Nicole!).

Scholastic Dollars:

Used this year to purchase a book for every student.

Total spent: **\$3,691.60** across 18 teachers (coordinated by the amazing Megan Mack, with support from Michelle Davis, literacy coordinator, who also spent \$1,000).

Remaining Scholastic balance: **\$3,052.51** to carry over.

There was positive feedback from the change to using SSBG for the Book fair. There were higher sales than last year. Although the books are priced higher, there was a better selection and the variety was a welcome change. The trinkets were also of a higher quality and supported student's reading.

Discussion was held on potentially using the Scholastic dollars to provide a free book to each child at Kindergarten Screening.

It was proposed that the PTO consider issuing a \$5.00 off coupon to every student as a gift from the PTO for next year's book fair

Volunteer turnout was lower this year – Next year shorter slots, less volunteers, etc.

The consensus was to continue using SSBG for next year's Book Fair.

B. Christmas Events at HP Feedback

Food Drive for the Food Group- received positive feedback on the school's participation

Teacher's Luncheon: Principal Swan reported that the food was delicious and that the teachers look forward to the event. The feedback was to keep the same menu of soup, salad and bread options for next year.

Angel Tree: This year we increased the number of families served from 20 to having 30 families on the Angel Tree. Regardless of the increase, all families were selected from our tree.

Christmas Store: Feedback from the new Christmas Store was positive, noting that parents felt that it increased the spirit of Christmas for the children by encouraging them to buy gifts for others and not themselves. It provided all students with an opportunity to buy something for a friend or family member. It was suggested that the 5th graders could be enlisted next year to assist in leadership roles with the store.

VI. New Business

A. Election Confirmation for Hannah Castagno as new PTO Treasurer

The PTO offered their gratitude to Nicole Christensen for her service as the past PTO Treasurer.

B. Kid Curious Game Night

Confirmed date for **Thursday, February 12th 5:30 -7:00 p.m.**

The event includes six game/activity stations led by Kid Curious staff
Karen will reserve the Gym

We need 3 parent volunteers to help with the event

No food will be provided

Sarah Houghton will inquire as to how much time Kid Curious staff need to set up the event so the gym can be available at that time.

C. Honeycomb App - School Directory

Overview: A new app to help parents coordinate within school, club, and sports communities.

Features:

- Shared AI-powered event calendars

- Carpool coordination

- Private topic-based group messaging

- Family accounts for sharing info (e.g., allergies, schedules)

Goal: To reduce the logistical load on parents and build stronger community connections.

Discussion was held that our PTO would like to explore the implementation of the app for Highland Park families. Brooke Barney will provide additional information/materials to Principal Swan so that she can present the resource to the Superintendent for approval.

D. Bingo 4 Books Event

Confirmed date of **March 5, 2025 at 5:00 p.m. - 7:00 p.m.** The doors will open to serve dinner at 5:00 p.m. and Bingo will begin at 5:30 p.m.

Las Delicias Donation for chili and hot dogs. The PTO is willing to pay for all or a portion of the cost of the food.

Sign Up Genius - 5 Set Up - 10 Desserts - 5 Clean Up

Confirm Rhonda, Cedar, and Thomas for assistance.

Books and scholastic dollars

Sarah Houghton will contact Jake Mack to see if he would be willing to serve as the event's MC.

E. Future Project - Book Vending Machine - Inchy's Bookworm

Inchy's Bookworm Vending Machine is the first of its kind, allowing students to earn golden tokens as a reward for positive behavior.

Janeal Fox Barney has requested a quote and will provide an update at a future meeting

VII. Any Additional Concerns or Announcements

A.) Wyoming State Literacy Association - Youth Author's Competition

Discussion was held on why Highland Park/SCSD #2 does not participate in the Young Author's writing competition. Principal Swan will look into the program. Melinda Abbott will also provide the information at her upcoming Parent Stakeholder meeting.

B.) School Year Calendar Magnets

Principal Swan reported that she will follow up with placing an order for magnets of the 2026-2027 school year calendar to be handed out to parents at next year's open house in the fall.

C.) The next HP PTO meeting will be held on March 12, 2026 @ 5:30 p.m.

VIII. Adjournment at 6:58 p.m.