

# Highland Park Elementary PTO Meeting Minutes

March 12, 2026

## I. Call to Order

- A.) Welcome Parents and Teachers @ 5:34 p.m.
- B.) 15 parents and teachers in attendance.

## II. Review of Minutes

- A.) Minutes from the previous meeting held on 1/08/2026 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.) SCSD2's new Superintendent is Rebecca Adsit and the new Assistant Superintendent is Justin Rohrer.
- B.) HP Special Services Teacher Ellen McDougall will be resigning from her position due to a relocation. Abbie Johnson will be moving into her position.
- C.) HP Health/Physical Education Teacher Mark Elliott will also be retiring. Marcie Lane will be HP's new Health/Physical Education Teacher next year.
- D.) The Annual PTO Board Meeting on **March 5, 2026 at 11:00 a.m.** at Highland Park went well.
- E.) The 5th Graders are scheduled to have a Ski Day at Antelope Butte on March 25th and 26th.
- F.) Kindergarten Screening is scheduled for March 30th and 31st.

## IV. Treasurer's Report - Hannah Castagno

- A.) See attached Highland Park PTO's Treasurer's Report 3/12/2026 with an ending balance of **\$12,456.06**.

- B.) The PTO had proceeds in the amount of \$1,374.00 from the Bingo for Books event.

## V. Old Business

### A.) Bingo 4 Books – Proceeds and Feedback

- Attendance Numbers =169
- Dessert Auction Proceeds = \$515
- Supply Costs =\$321.33
- Labor Costs

-After discussion, a wage of \$140.00 each was approved for cooks Rhonda and Cedar for assisting with the event.

-A thank you note will be provided to the custodians.

-Karen Boulter will receive a \$200.00 payment with a thank you card and flowers.

- Any Ideas to Change for Next Year?

-It was suggested that the event should be advertised more in advance and that we should increase promotion of the Dessert/Item Auction.

-Discussion was held on other potential ideas for an alternative fundraiser for next year.

-It was suggested that the event should be advertised and promoted to more families in the community, not just to HP families.

-There was discussion on reducing the fee or not charging a fee for the event.

### B.) Scholastic Balance

- Funds were used for Kindergarten registration/testing by Michelle Davis and for chapter books for Bingo for Books, as requested from the last PTO meeting. All purchases were made and received in early February.
- Megan reached out to Ms. Shatto to purchase PBIS incentives, as was requested in the last PTO meeting. Megan sent her a

Scholastic wishlist link on 1/13/26, said to start with \$300-400. Ms. Shatto spent \$342.86.

- The current Scholastic Balance is **\$1,635.18**.
- Discussion was held on plans for Scholastic Dollars going forward.

Principal Swan informed the PTO that the school will seek grant funds from the “One School One Book” Reading Program which would provide a free book for each student next year.

Discussion was held on using store credit at Sheridan Stationary to provide a discount coupon for each student to use at next year’s Book Fair.

The PTO agreed to continue utilizing the remaining Scholastic Balance for similar school purposes as this year.

The PTO agreed not to hold a separate book fair for Scholastic next year.

## **VI. New Business**

### **A.) Spring Art Show - Madison Fraser**

-HP’s Spring Art Show will be held on **April 29, 2026**.

-There are volunteers needed to help with hanging things for the event.

-\$250.00 has been allocated to purchase jungle themed activities for the event.

### **B.) Teacher Appreciation Week**

- **May 4th - 8th**
- PTO will host a luncheon on Monday, May 4th serving soup, salad and bread.
- PTO will sponsor Columbian Coffee on Wednesday, May 6th so that the OT and PT staff can also participate

C.) **HP Trolley**

- PTO sponsored treats for teachers
- Teacher feedback is that they want to have the trolley again
- It was suggested that the trolley be offered during testing week which is the week of April 20th.
- There was discussion held on the PTO also recognizing Paraprofessionals on April 1st. There are approximately a total of 10 paraprofessional staff.
- There was also discussion held on recognizing Mrs. Hanchett for School Librarian Day on April 4th.

D.) **HP Garden Funds**

- PTO will fund approximately \$1,000.00 for the purchase of plants, compost, materials, supplies, etc. for the HP Garden.
- HP has received a grant to provide funds in the fall for a pumpkin patch, greenhouse, irrigation and to extend the fencing for the garden.
- Additional funds from donations will be needed to help with the cost of construction of a pumpkin arch.
- There was discussion held that the school's proceeds generated from next year's HP Fun Run could be used to match the PTO funds to assist with the cost.
- Ms. Hanchett and Ms. Fraser will be approached to see if they are willing to help with the art project for the pumpkin arch/garden art.

**VII. Any Additional Concerns or Announcements**

A.) Janeal Fox Barney needs to be added as a signatory on the PTO's bank account. The minutes from this PTO meeting will be provided to assist her with being added to the account.

B.) Honeycomb App.

Principal Swan reported that the Honeycomb App cannot be promoted by the School District; however, the PTO can promote the app through its organization. Discussion was held on scheduling a demonstration for the officers to consider whether to promote the app next year.

C.) The next HP PTO meeting will be held on **April 9, 2026 @ 5:30 p.m.**

**VIII. Adjournment at 6:35 p.m.**