PTA '26-'27 Highland Meeting — Meeting Notes
Date: 10/8/26 | **Meeting called to order:** 4:07PM | **Meeting adjourned:** 4:42PM

Attendees: PTA Board (President- Alexa Robison, Vice Presidents - Maddie Benson, Brenna Fosset, Treasurer- Megan Jones)
In attendance: Amy Kulp, Sarah Danielson, Lynn Correa, Dana Altenhofen, Haileigh Button, Ruth Engeset, Christine Monny, Anna Davis, Dianne Almond, Theresa Pacheco, Lauren Morris, Bo Nicholson

Review of September 24, 2026 Meeting Minutes – Maddie Benson, Co-Vice President

Motion to approve by: Lauren Morris
Seconded by: Lynn Correa

Financial Report - Megan Jones, Treasurer

- Reporting period: Reconciled through 9/30/2026
- Bank balance: Available balance $12,161.43 as of Monday, 10/5/26
- Expenses since reconciliation: One School, One Book order
- Revenue update: Income of $2,120 from Back to School BBQ Pop-Up Spirit Wear shop to be recorded in October 2026 due to timing of the transfer of funds to bank account
- Budget updates:
    - Other Income budget line item "Cash Donations" to be renamed as "Donations" effective October 2026. Line will include both cash and check contributions.

Principal/Admin Report - Sarah Danielson, Highland Principal

- Positive Behavior program and incentives
    - Students receive Highland Way tickets for positive behavior which are collected by classroom teachers
        - Teachers draw two names per month from collected Highland Way tickets and chosen students receive a prize from the Highland Store
    - Classroom goal is 50 tickets; once classroom has 50 tickets they are added to an all-school total
    - Students will be granted a prize as all school Highland Way ticket goals are met
        - The first full school Highland Way ticket total goal of 500 tickets has been achieved, and the prize is all-school BINGO
- Attendance Tracking
    - Trophy for class that achieves the highest attendance rate each month

Board/Committee Reports

- **Highland Halts Hunger, Amy Kulp**
    - Currently only a few students have been directed towards the program

- More students were involved in the program last year then this current year, unlikely that all of these students aged-out as most were not in fifth-grade
- Lauren suggested that teachers may be providing snack donations to eligible students as it's the beginning of the school year and classroom snack donations may still be stocked

- **Art Docent, update provided by Maddie Benson**
  - Reminder that all volunteers must complete the safe visitor form prior to first volunteer shift
- **Spirit Wear, Maddie Benson**
  - Highland Spirit Wear shop through BSN to go live Wednesday, October 14th
    - Shop will have a two-week order window and be advertised as open through Friday, October 30th
    - Actual close date of shop is the end of the first week of November as a one week extension to the order window, to be announced at the end of the initial two-week order window
      - Vendor requires hard stop date on sales in order to facilitate order pick-up by Maddie Benson
    - BSN will collect revenue and applicable sales tax
  - Maddie addressed the "buy two, donate one" Spirit Wear purchase option submitted at the previous PTA meeting
    - BSN unable to facilitate donation option through their order site
    - Possible option is to add an additional $2 to $3 on the cost of each item sold; alternative option suggested to sell Spirit Wear items at a lower price point with no funds going to the PTA and facilitate Spirit Wear donations through GiveBacks
    - Discussed plan to create Spirit Wear donation option in GiveBacks and use those donations and existing Spirit Wear merch from the pop-up shop to gift Spirit Wear to students on the "Book Fairy" list
- **Yearbooks, updated provided by Alexa Robison**
  - Prior set up in GiveBacks only linked to the purchase of last year's yearbook
  - Givebacks link is fixed and now only links to current year yearbook purchase

Unfinished Business

- Updated bylaws to be voted on at next meeting in November

New Business

- No new business to discuss at this time
- Open Floor
  - Bo Nicholson asked if there were other fundraisers sponsored by the PTA outside of the APEX Fun Run

        - Answer provided by Board: Other than minor activities that net little revenue such as concessions and friendship grams there are no other PTA sponsored fundraisers
    - Bo Nicholson brought up the idea of having a bake sale
        - PTA Board to research as a fundraising opportunity
    - Need to join the PTA committee to become a member

Announcements and Upcoming Events

- Reminder that APEX Fun Run is on Wednesday, 10/23/26
    - Class schedule for fun run is available on the volunteer sign-up list
- Fall/Harvest Festival is on Friday, 10/30/26
    - Request for more volunteers, currently on the set-up volunteer shifts are filled for festival
- Running Club scheduled on Friday, 11/20/26
- Next PTA Meeting is on Thursday, 11/12/26 at 6 pm
- Teacher conferences and November break scheduled 11/23/26-11/27/26
    - Maddie to talk with Joy Studer regarding staff appreciation meal during this period

Coffee Card Raffle Winners: Lauren, Bo, and Sarah

Motion to approve ending the meeting at 4:42pm: Haleigh
Second: Dana

Reference Links:
Highland PTA Facebook link
Highland PTA Instagram Link
Highland Spirit Wear Shop Link