



RANCHO SOLANO PTO, INC.

Rancho Solano PTO, Inc. Meeting Agenda

November 6th, 2025

Corinne Kotila – PTO Inc President

Doug Malmgren – Vice-President

Michelle Boncel – Treasurer

Jen Millikin- Secretary

Emily Alice – LS Committee Leader

Nicole Singh – US Committee Leader

Kyle Robertson – Athletic Booster Club Committee Leader

WELCOME

10/2 9:03 Called to order by Corinne Kotila

- **Attendees:** Corinne Kotila, Jen Millikin, Emily Alice, Kyle Robertson, Michelle Boncel, Nicole Singh, Doug Malmgren, Mark Cuthbertson, Aaron Trigg

OLD BUSINESS

Greenway Campus Updates – Emily Alice

- Funded two grants
- Tables and chairs for pre-K
- Birthday gift cards for staff
- Partnering with STUGO, will have representation at meeting.
- Denim and Diamonds will be held at Grayhawk April 10th and 11th
- Splash & Dash: will do Mustang Market snacks for students
- Sky Zone fundraiser on the half day
- Spirit wear fall designs forthcoming
- Fall event
- Pumpkin Fest at The Princess
- Mustang circle

Ventura Campus Updates – Nicole

- 86K raised
- 10th grade parent rep stepped down, looking for replacement
- September 10th teacher breakfast, September 30th senior breakfast

- November 5th holiday themed community coffee

Athletic Booster Club Updates: Kyle Robertson -

- IT team working on logistics to get scoreboard up
- Large sponsors for scoreboard (Earnhardt)
- TPC secured for golf tournament on March 21st
- **Michelle Boncel -**
- Still working on 2021 tax year, possibility of a penalty

PTO, Inc. Updates – Corinne

- Gala: event team started planning
- Budget, venue, auction committee
- Best practice guide:
- Discussed grant process, Mix & Mingle

Michelle Boncel -

- Discussed using business credit cards instead of ACH (would benefit from fraud protection)
- No update regarding IRS

Doug:

- Discussed creating a framework for best practices document
- Everyone will send Doug their ideas
- Will be shared on a Google Drive

All RS Campuses Report Updates by the Principals:

Greenway Lower Campus- Mark Cuthbertson:

- Looking forward to Splash & Dash parent participation turn out

Ventura Upper MS Campus- Erika Goethe

- Not in attendance

Ventura Upper HS Campus – Gordon Brown

- Preparing for homecoming week festivities and dance. Breathalyzer will be used at the dance.
- Determining PSAT schedules

Athletic Department and New Campus Build Out- Aaron Trigg

- Not in attendance

Managing Director – Scott Salk

- not in attendance

CAMPUS/LEADERSHIP UPDATES

All RS Campuses Report Updates by the Principals:

Greenway Lower Campus- Mark Cuthbertson:

- Veterans Day program, 17 vets attend
- Saw large amount of staff participation at Splash & Dash, along with the Dad's Dash

Ventura Upper MS Campus- Erika Goethe

- Not in attendance

Ventura Upper HS Campus – Gordon Brown

- Not in attendance

Athletic Department and New Campus Build Out- Aaron Trigg

- Working through funding, the electrical cost of the scoreboards
- Discussion around grant request (who is approving and funding)

Managing Director – Scott Salk: not in attendance

COMMITTEE REPORTS

Greenway Campus Updates – Emily Alice

- 48 bottles of wine donated for teachers' luncheon
- Two grants approved
- 229K cash balance
- Dave & Buster's new partner for half-day fundraiser, 20% goes back to PTO
- New parent clubs: flower club, food and wine club

Ventura Campus Updates – Nicole

- 91K annual ask and fundraising an account
- "Double the Ask" sweatshirts ordered
- Community coffee not well attended, consider going to Zoom
- November 22nd student appreciation event
- Two grant requests approved: Yellow Bird Productions for the dance team, and trip assistance

Athletic Booster Club Updates:

Kyle Robertson -

- Scoreboards delayed due to having to redo the electrical panels, currently receiving quotes for the work (initial quotes 25-50k).

- Received two grant requests
- Dad club
- Golf tournament communication going out soon

PTO, Inc. Updates –

Corinne:

- Best practice guide: discussion moved to next month's meeting

Michelle Boncel -

- Olympiad
- IRS pass-through language discussed

Doug:

NEW BUSINESS

Corinne: 4/5 Pima campus discussion, grant requests, leadership request for PTO support for teacher retention

FUTURE EVENTS

Reminder of future PTO Inc Meetings:

- 10/2
- 11/6
- 12/4
- 1/8
- 2/5
- 3/5
- 4/2
- 5/7

FUTURE GIVING CIRCLE TOPICS BY MONTH

September: Grant Process, Mix and Mingle

October: One time ask, Summer prep work

November: Leadership meetings/ Committee meetings, Quick reference guide for events

December: Committee members (voting and non-voting)

January: Bank Accounts/ Treasures

February: Family Events (Bingo, Anniversary Party)

March: Parent only fundraising event (gala & Golf or other)

April: Budgets & information storage (google drive)

May: Election & Committee members' feedback

