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Form 990-EZ

Department of the Treasury
Internal Revenue Service

Short Form Return of Organization Exempt From Income Tax

OMB No. 1545-1150

2009

Open to Public
Inspection

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)

► Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$500,000 and total assets less than \$1,250,000 at the end of the year may use this form.

► The organization may have to use a copy of this return to satisfy state reporting requirements.

A For the 2009 calendar year, or tax year beginning		July 1	, 2009, and ending	June 30	, 20 10
B Check if applicable:		C Name of organization		D Employer identification number	
<input type="checkbox"/> Address change		Cherry Creek School Dist. PTCC, Inc./Aspen Crossing Elem. PTO		20-3551813	
<input type="checkbox"/> Name change		Number and street (or P O box, if mail is not delivered to street address)		Room/suite	E Telephone number
<input type="checkbox"/> Initial return		4655 S. Himalaya St.			720-886-3700
<input type="checkbox"/> Terminated		City or town, state or country, and ZIP + 4		F Group Exemption Number ►	
<input type="checkbox"/> Amended return		Aurora, CO 80015		7207	
<input type="checkbox"/> Application pending					

• Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

G Accounting Method: Cash Accrual
Other (specify) ►

I Website: ► N/A

H Check ► if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

J Tax-exempt status (check only one) — 501(c) (3) ► (insert no.) 4947(a)(1) or 527

K Check ► if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A Form 990-EZ or Form 990 return is not required, but if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts; if \$500,000 or more, file Form 990 instead of Form 990-EZ ► \$ 74,690.22

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I.)

1 Contributions, gifts, grants, and similar amounts received	1	680.00
2 Program service revenue including government fees and contracts	2	0
3 Membership dues and assessments	3	0
4 Investment income	4	58.97
5a Gross amount from sale of assets other than inventory	5a	0
b Less: cost or other basis and sales expenses	5b	0
c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	0
6 Special events and activities (complete applicable parts of Schedule G) If any amount is from gaming, check here ► <input type="checkbox"/>		
a Gross revenue (not including \$ 680.00 of contributions reported on line 1)	6a	63,704.41
b Less: direct expenses other than fundraising expenses	6b	1,388.54
c Net income or (loss) from special events and activities (Subtract line 6b from line 6a)	6c	62,315.87
7a Gross sales of inventory, less returns and allowances	7a	10,246.84
b Less: cost of goods sold	7b	11,752.56
c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	(1,505.72)
8 Other revenue (describe ►)	8	0
9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8 ►	9	61,549.12
10 Grants and similar amounts paid (attach schedule)	10	25,617.54
11 Benefits paid to or for members	11	0
12 Salaries, other compensation, and employee benefits	12	0
13 Professional fees and other payments to independent contractors	13	0
14 Occupancy, rent, utilities, and maintenance	14	0
15 Printing, publications, postage, and shipping	15	0
16 Other expenses (describe ► Special Events (see attached schedule))	16	37,134.18
17 Total expenses. Add lines 10 through 16 ►	17	62,751.72
18 Excess or (deficit) for the year (Subtract line 17 from line 9)	18	(1,202.60)
19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	10,469.20
20 Other changes in net assets or fund balances (attach explanation)	20	(.86)
21 Net assets or fund balances at end of year. Combine lines 18 through 20 ►	21	9,265.74

Part II Balance Sheets. If Total assets on line 25, column (B) are \$1,250,000 or more, file Form 990 instead of Form 990-EZ.

(See the instructions for Part II.)

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	10,469.20	22 9,265.74
23 Land and buildings	0	23 0
24 Other assets (describe ►)	0	24 0
25 Total assets	10,469.20	25 9,265.74
26 Total liabilities (describe ►)	0	26 0
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	10,469.20	27 9,265.74

PJO

Part III Statement of Program Service Accomplishments (See the instructions for Part III.)

What is the organization's primary exempt purpose? **Educational Support**

What is the organization's primary exempt purpose? _____
Describe what was achieved in carrying out the organization's exempt purposes. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

28	A climbing wall was purchased for the school gym to be used for instructional purposes to help develop large and fine motor skills, strength, coordination, and problem solving skills for 500 plus students.		
	(Grants \$ 12,149.36) If this amount includes foreign grants, check here . . . ► <input type="checkbox"/>	28a	12,149.36
29	Computer instructional programs, digital camera, and six laptop computers were purchased to enhance and update the current technology for classrooms to assist in the teaching of 500 plus students.		
	(Grants \$ 4,839.26) If this amount includes foreign grants, check here . . . ► <input type="checkbox"/>	29a	4,839.26
30	Money was provided to offset the cost of fieldtrip transportation and admission costs for 500 plus students to participate and gain knowledge of subjects outside of the classroom.		
	(Grants \$ 3,215.00) If this amount includes foreign grants, check here . . . ► <input type="checkbox"/>	30a	3,215.00
31	Other program services (attach schedule)		
	(Grants \$ 0) If this amount includes foreign grants, check here . . . ► <input type="checkbox"/>	31a	9,337.61
32	Total program service expenses (add lines 28a through 31a)	► 32	29,541.23

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated. (See the instructions for Part IV.)

(a) Name and address	(b) Title and average hours per week devoted to position	(c) Compensation (if not paid, enter -0-.)	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
Kathy Hays	President - 8 hrs	0	0	0
4655 S. Himalaya St., Aurora, CO 80015				
Justina Grimble	1st Vice President - 8 hrs	0	0	0
4655 S. Himalaya St., Aurora, CO 80015				
Lisa Mason	2nd Vice President - 8 hrs	0	0	0
4655 S. Himalaya St., Aurora, CO 80015				
Crystal Duncan	3rd Vice President - 8 hrs	0	0	0
4655 S. Himalaya St., Aurora, CO 80015				
Denise Maxwell	4th Vice President - 8 hrs	0	0	0
4655 S. Himalaya St., Aurora, CO 80015				
Kim Perlis	Treasurer - 10 hrs	0	0	0
4655 S. Himalaya St., Aurora, CO 80015				
Sandy Oku	Secretary - 2 hrs	0	0	0
4655 S. Himalaya St., Aurora, CO 80015				

Part V Other Information (Note the statement requirements in the instructions for Part V.)

33 Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity

34 Were any changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the changes

35 If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining why the organization did not report the income on Form 990-T.

a Did the organization have unrelated business gross income of \$1,000 or more or was it subject to section 6033(e) notice, reporting, and proxy tax requirements?

b If "Yes," has it filed a tax return on Form 990-T for this year?

36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N

37a Enter amount of political expenditures, direct or indirect, as described in the instructions. ► **37a** 0

b Did the organization file Form 1120-POL for this year?

38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the period covered by this return?

b If "Yes," complete Schedule L, Part II and enter the total amount involved

39 Section 501(c)(7) organizations. Enter:

a Initiation fees and capital contributions included on line 9

b Gross receipts, included on line 9, for public use of club facilities

40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ► **0** ; section 4912 ► **0** ; section 4955 ► **0**

b Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or is it aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I

c Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958

d Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization

e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T.

41 List the states with which a copy of this return is filed. ► **Colorado**42a The organization's books are in care of ► **Aspen Crossing PTO** Telephone no. ► **720-886-3700**
Located at ► **4655 S. Himalaya St., Aurora, CO** ZIP + 4 ► **80015**

b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?

If "Yes," enter the name of the foreign country: ►

See the instructions for exceptions and filing requirements for **Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts**.

c At any time during the calendar year, did the organization maintain an office outside of the U.S.?
If "Yes," enter the name of the foreign country: ►

43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041—Check here ► and enter the amount of tax-exempt interest received or accrued during the tax year ► **43**

44 Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ

45 Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ

	Yes	No
33		✓
34	✓	
35a		✓
35b		
36		✓
37b	✓	
38a		✓
38b	0	
39a	0	
39b	0	
40b		✓
40e		✓

	Yes	No
42b		✓
42c		✓

	Yes	No
44		✓
45		✓

Part VI **Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only.** All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 46–49b and complete the tables for lines 50 and 51.

46 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

47 Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

49a Did the organization make any transfers to an exempt non-charitable related organization?

b If "Yes," was the related organization a section 527 organization?

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

	Yes	No
46		✓
47		✓
48		✓
49a		✓
49b		✓

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
None				

f Total number of other employees paid over \$100,000 ► _____

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
None		

d Total number of other independent contractors each receiving over \$100,000 . . . ► _____

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.		
	► <u>Kimberly S. Perlis</u> Signature of officer	9/18/10 Date	Preparer's identifying number (See instructions)
► <u>Kimberly S. Perlis, Treasurer</u> Type or print name and title			Preparer's identifying number (See instructions)
Paid Preparer's Use Only	Preparer's signature	Date	Check if self-employed <input type="checkbox"/>
	Firm's name (or yours if self-employed), address, and ZIP + 4	EIN ►	Phone no ►
May the IRS discuss this return with the preparer shown above? See instructions ► <input type="checkbox"/> Yes <input type="checkbox"/> No			

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

► Attach to Form 990 or Form 990-EZ. ► See separate instructions.

OMB No 1545-0047

2009

Open to Public
Inspection

Name of the organization

Cherry Creek School District PTCC, Inc./Aspen Crossing Elementary PTO

Employer identification number

20 3551813

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 11, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E.)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 An organization that normally receives: (1) more than 33 1/3 % of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3 % of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 10 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 11 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box that describes the type of supporting organization and complete lines 11e through 11h.

a Type I b Type II c Type III—Functionally integrated d Type III—Other

e By checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**.

f If the organization received a written determination from the IRS that it is a Type I, Type II, or Type III supporting organization, check this box

g Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons?

(i) A person who directly or indirectly controls, either alone or together with persons described in (ii) and (iii) below, the governing body of the supported organization?

(ii) A family member of a person described in (i) above?

(iii) A 35% controlled entity of a person described in (i) or (ii) above?

h Provide the following information about the supported organization(s).

	Yes	No
11g(i)		
11g(ii)		
11g(iii)		

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-9 above or IRC section (see instructions))	(iv) Is the organization in col (i) listed in your governing document?	(v) Did you notify the organization in col (i) of your support?		(vi) Is the organization in col (i) organized in the U.S.?	(vii) Amount of support
				Yes	No		
Total							

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)
 (Complete only if you checked the box on line 5, 7, or 8 of Part I.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ► <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2009 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2008 Schedule A, Part II, line 14	15	%
16a 33½% support test—2009. If the organization did not check the box on line 13, and line 14 is 33½% or more, check this box and stop here . The organization qualifies as a publicly supported organization ► <input type="checkbox"/>		
b 33½% support test—2008. If the organization did not check a box on line 13 or 16a, and line 15 is 33½% or more, check this box and stop here . The organization qualifies as a publicly supported organization ► <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2009. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here . Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ► <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2008. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here . Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ► <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ► <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)
 (Complete only if you checked the box on line 9 of Part I.)
Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	650.00	115.00	0	0	680.00	1,445.00
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	21,109.28	48,772.07	42,827.56	53,170.11	73,951.25	239,830.27
3 Gross receipts from activities that are not an unrelated trade or business under section 513	0	0	0	0	0	0
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf	0	0	0	0	0	0
5 The value of services or facilities furnished by a governmental unit to the organization without charge	0	0	0	0	0	0
6 Total. Add lines 1 through 5	21,759.28	48,887.07	42,827.56	53,170.11	74,631.25	241,275.27
7a Amounts included on lines 1, 2, and 3 received from disqualified persons	0	0	0	0	0	0
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year	0	0	0	0	0	0
c Add lines 7a and 7b	0	0	0	0	0	0
8 Public support (Subtract line 7c from line 6)						241,275.27

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
9 Amounts from line 6	21,759.28	48,887.07	42,827.56	53,170.11	74,631.25	241,275.27
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	0	223.82	249.22	81.27	58.97	613.28
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975	0	0	0	0	0	0
c Add lines 10a and 10b	0	223.82	249.22	81.27	58.97	613.28
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on	0	0	0	0	0	0
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)	0	0	0	0	0	0
13 Total support. (Add lines 9, 10c, 11, and 12.)	21,759.28	49,110.89	43,076.78	53,251.38	74,690.22	241,888.55

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ►

Section C. Computation of Public Support Percentage

15 Public support percentage for 2009 (line 8, column (f) divided by line 13, column (f))	15	99	%
16 Public support percentage from 2008 Schedule A, Part III, line 15	16	99	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2009 (line 10c, column (f) divided by line 13, column (f))	17	.3	%
18 Investment income percentage from 2008 Schedule A, Part III, line 17	18	.3	%
19a 33 1/3 % support tests—2009. If the organization did not check the box on line 14, and line 15 is more than 33 1/3 %, and line 17 is not more than 33 1/3 %, check this box and stop here. The organization qualifies as a publicly supported organization ► <input checked="" type="checkbox"/>			
b 33 1/3 % support tests—2008. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3 %, and line 18 is not more than 33 1/3 %, check this box and stop here. The organization qualifies as a publicly supported organization ► <input type="checkbox"/>			
20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ► <input type="checkbox"/>			

Part IV **Supplemental Information.** Complete this part to provide the explanations required by Part II, line 10; Part II, line 17a or 17b; and Part III, line 12. Provide any other additional information. See instructions.

SCHEDULE G
(Form 990 or 990-EZ)

Supplemental Information Regarding Fundraising or Gaming Activities

OMB No 1545-0047

2009

**Open To Public
Inspection**

Department of the Treasury
Internal Revenue Service

Complete if the organization answered "Yes" to Form 990, Part IV, lines 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.
► Attach to Form 990 or Form 990-EZ. ► See separate instructions.

Name of the organization

Employer identification number

20 |

3551813

Cherry Creek School District PTCC, Inc./Aspen Crossing Elementary PTO

Fundraising Activities. Complete if the organization answered "Yes" to Form 990, Part IV, line 17.

Part I **Fundraising Activities.** Complete if the organization answers "Yes" to the question above. Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

- a Mail solicitations
- b Internet and email solicitations
- c Phone solicitations
- d In-person solicitations
- e f g h
- f g h
- g h

2a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? Yes No

b If "Yes," list the ten highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

Total

3 List all states in which the organization is registered or licensed to solicit funds or has been notified it is exempt from registration or licensing.

Part II Fundraising Events. Complete if the organization answered "Yes" to Form 990, Part IV, line 18, or reported more than \$15,000 on Form 990-EZ, line 6a. List events with gross receipts greater than \$5,000.

	(a) Event #1 Gift Wrap Sales (event type)	(b) Event #2 Butterbraid Sales (event type)	(c) Other events 2 (total number)	(d) Total events (add col (a) through col (c))
Revenue				
1 Gross receipts	27,476.81	13,545.00	11,270.59	52,292.40
2 Less: Charitable contributions	0	0	0	0
3 Gross income (line 1 minus line 2)	27,476.81	13,545.00	11,270.59	52,292.40
Direct Expenses				
4 Cash prizes	0	0	0	0
5 Noncash prizes	155.00	38.49	842.60	1,036.09
6 Rent/facility costs	0	0	0	0
7 Food and beverages	0	0	41.43	41.43
8 Entertainment	0	0	0	0
9 Other direct expenses	13,985.05	8,173.98	2,851.59	25,010.62
10 Direct expense summary. Add lines 4 through 9 in column (d) ►				(26,088.14)
11 Net income summary. Combine line 3, column (d), and line 10 ►				26,204.26

Part III Gaming. Complete if the organization answered "Yes" to Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

	(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col (a) through col (c))
Revenue				
1 Gross revenue	0	0	0	0
Direct Expenses				
2 Cash prizes	0	0	0	0
3 Noncash prizes	0	0	0	0
4 Rent/facility costs	0	0	0	0
5 Other direct expenses	0	0	0	0
6 Volunteer labor	<input type="checkbox"/> Yes ----- % <input type="checkbox"/> No	<input type="checkbox"/> Yes ----- % <input type="checkbox"/> No	<input type="checkbox"/> Yes ----- % <input type="checkbox"/> No	
7 Direct expense summary. Add lines 2 through 5 in column (d) ►				(0)
8 Net gaming income summary. Combine line 1, column d, and line 7 ►				0

9 Enter the state(s) in which the organization operates gaming activities: _____

a Is the organization licensed to operate gaming activities in each of these states? _____

b If "No," explain:

10a Were any of the organization's gaming licenses revoked, suspended or terminated during the tax year?
b If "Yes," explain:

11 Does the organization operate gaming activities with nonmembers?
12 Is the organization a grantor, beneficiary or trustee of a trust or a member of a partnership or other entity formed to administer charitable gaming?

9a		
10a		
11		
12		

13 Indicate the percentage of gaming activity operated in:

a The organization's facility

b An outside facility

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

13a	%

Yes

No

15a Does the organization have a contract with a third party from whom the organization receives gaming revenue?

b If "Yes," enter the amount of gaming revenue received by the organization ► \$ and the amount of gaming revenue retained by the third party ► \$

c If "Yes," enter name and address of the third party:

15a

Name ►

Address ►

16 Gaming manager information:

Name ►

Gaming manager compensation ► \$

Description of services provided ►

 Director/officer Employee Independent contractor

17 Mandatory distributions:

a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license?

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ► \$

17a

Cherry Creek School District PTCC, Inc., Aspen Crossing Elementary PTO
Tax ID# 20-3551813
Form 990-EZ
Year 2009

Schedule for Line 6a:

Special Event	Gross Revenue
Family Fun Fest	\$ 7,268.50
Movie Night	\$ 706.57
Butterbraids	\$13,545.00
Entertainment Books	\$ 5,332.00
Gift Wrap	\$27,476.81
H & R Block	\$ 100.00
Skate City	\$ 422.50
Arby's	\$ 55.42
CiCi's Pizza	\$ 36.89
Coldstone Ice Cream	\$ 175.46
Jamba Juice	\$ 84.76
Jim & Nick's BBQ	\$ 35.00
McDonald's	\$ 502.89
Papa Murphy's	\$ 43.21
Rumbi Grill	\$ 86.57
Subway	\$ 123.93
Village Inn Pies	\$ 1,290.00
Chick-fil-a	\$ 480.31
Walk-A-Thon	\$ 5,938.59

Gross Revenue: \$ 63,704.41

Cherry Creek School District PTCC, Inc, Aspen Crossing Elementary PTO
Tax ID# 20-3551813
Form 990-EZ
Year 2009

Schedule for Line 10:

Grants	Amount
Assemblies	\$ 1,225.00
Field Trips	\$ 3,215.00
Educational	\$ 2,755.86
Equipment	\$18,228.62
Multicultural Book Club	\$ 91.76
Tutoring	\$ 101.30

Total: \$25,617.54

Cherry Creek School District PTCC, Inc, Aspen Crossing Elementary PTO
Tax ID# 20-3551813
Form 990-EZ
Year 2009

Schedule for Line 16:

Special Events Expenses	Amount
Appreciation Events	\$ 1,107.44
Community Events	\$ 8,230.17
Fundraising Events	\$ 27,273.75
School Events	\$ 522.82
Total:	\$ 37,134.18

Cherry Creek School District PTCC, Inc, Aspen Crossing Elementary PTO
Tax ID# 20-3551813
Form 990-EZ
Year 2009

Schedule for Line 31:

Other Program Services:

Appreciation Events – 5 events were held to enhance the morale of staff, teachers, and volunteers and to express our appreciation for the service they give to our school and 500 plus students.

Expense: **\$ 1,107.44**

Community Events – 7 events were held to enhance the social interaction between parents, students, and teachers which benefited 500 plus students and 800 parents and teachers

Expense: **\$ 8,230.17**

Total Expense for Line 31: \$ 9,337.61

Cherry Creek School District PTCC, Inc, Aspen Crossing Elementary PTO
Tax ID# 20-3551813
Form 990-EZ
Year 2009

Schedule for Line 20:

Tax Year 2008 Outstanding Checks that cleared the Bank in Tax Year 2009

Date	Check #	Amount
06/09/09	1375	25.86

Sub Total: (\$ 25.86)

Tax Year 2009 Outstanding Checks that have NOT cleared the Bank

Date	Check #	Amount
06/09/10	1498	25.00

Sub Total: \$ 25.00

Total for Line 20: (\$.86)

**BYLAWS
OF THE
ASPEN CROSSING ELEMENTARY SCHOOL
PARENT-TEACHER ORGANIZATION**
Revised January 15, 2008
Revised September 8, 2009

ARTICLE I

NAME

The name of the organization shall be the Aspen Crossing Elementary School Parent-Teacher Organization, hereinafter referred to as PTO. The Aspen Crossing PTO is a non-profit organization.

ARTICLE II

PURPOSES

- A. The purposes of the Aspen Crossing Elementary School PTO shall be to promote the welfare of the students and to provide effective communication and understanding between the school and the community.
- B. This PTO is a constituent organization of and is organized under the authority granted by the Cherry Creek School District Parent-Teacher-Community Council, Inc.
- C. This PTO is organized solely for charitable, scientific, literary, or education purposes as defined in section 501(c) (3) of the Internal Revenue Code. Aspen Crossing Elementary School Parent-Teacher Organization is not a private foundation.

ARTICLE III

MEMBERSHIP AND VOTING PRIVILEGES

- A. The membership shall be the parents and/or guardians of all students enrolled in Aspen Crossing and the administrators and faculty of the school.
- B. Each member present at the meeting shall have one vote. A quorum shall consist 2/3 of the board members.
- C. No dues will be required for membership.

ARTICLE IV

MEETINGS

- A. The Executive Committee shall determine the day, time of day and place of the organization's meeting.
- B. The organization shall meet at least five times during the school calendar year or as called by the Executive Committee.
- C. Special meetings of the Executive Board may be called by any board member with a five-day notice.
- D. There shall be an annual meeting in April when new officers shall be elected.

ARTICLE V

EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS

- A. The Executive Committee shall consist of the President, Vice President(s) of Fundraising, Vice President(s) of Community Events, Vice President(s) of Service Events, Vice President Principal, Secretary (ies), Staff Liaisons, and Treasurer(s). Each individual serving in a position shall have one vote in the decision making process.
- B. The school principal(s) shall automatically serve as a Vice President.
- C. The Board of Directors shall consist of the Executive Committee, the Chairperson of the Standing Committees and other Committee Chairpersons.

- D. Two individuals, upon approval of the Executive Committee, may share any of the above elected positions.
- E. The Executive Board and the General Meeting must approve all events, activities and programs before they become operational.
- F. In the event that an emergency precludes convening a general meeting, the Executive Committee is authorized to act on behalf of the organization as long as there is a minimum of five members voting in favor of the issue.
- G. Decision-making will be based upon a consensus model. Decision making at Aspen Crossing Elementary is done through consensus. The definition of consensus is: We have arrived at consensus when all points of view have been heard, and the will of the group has been communicated. Consensus is defined when the group has come to a decision that all can live with and support. The will of the group will be determined through utilizing the technique "Fist to Five". 4 to 5 Strongly support or support, 3 Neutral, 0 to 2 More discussion is needed. Prior to a decision, relevant stakeholders have the knowledge, information, and opportunity to express their opinions. Representatives are provided the time to solicit ideas and ask questions and are empowered to make recommendations.

ARTICLE VI

DUTIES OF OFFICERS

A. Duties of the President:

1. To call and preside at all meetings of the organization.
2. To be a member *ex-officio* of all committees.
3. To work with the executive Board to appoint chairpersons of Standing and Special Committees, the Nominating Committee and representatives.
4. To appoint an examiner to conduct the year-end financial examination of the organization's book.
5. To submit an annual affiliation letter to the CCSD Parents' Council asking to continue as a subordinate organization under the 501©(3) tax exempt group status.
6. To register the organization as a Charitable Organization in the State of Colorado with the Secretary of State.
7. To file annual reports with the Secretary of State requesting authorization to continue to operate as a Charitable Organization in the State of Colorado. To send copies of each report to the Treasurer of the CCSD Parents' Council no later than 30 (thirty) days after such filing.
8. To attend a minimum of one CCSK Parents' Council Leadership Workshop upon Election.
9. To the best of your ability, to attend District functions where individuals from your school are invited and/or honored, including the Area Director luncheon(s), Exceptional Volunteer of the Year event, Open Forum roundtable discussions and the Teacher of the year banquet.

B. Duties Vice President(s) of Fundraising Events

1. To attend all Executive Committee meetings and general meetings.
2. To organize the Nominating Committee each year.
3. To appoint chairpersons of Standing and Special Committees supporting Fund Raising.
4. To ensure that all chairpersons for Fund Raising Committees perform their duties satisfactorily.
5. To assist in the preparation of the PTO budget.
6. To produce a quarterly PTO letter to the community. All publications are provided to the school principal for his/her approval prior to being distributed.

7. To submit a monthly letter in the first school newsletter of each month detailing the community events of the month.

C. Duties of Vice President(s) of Community Events:

1. To attend all Executive Committee meetings and general meetings.
2. To serve, or appoint a person to serve, on the Aspen Crossing Elementary School Accountability Council.
3. To appoint chairpersons of Standing and Special Committees supporting Community Events.
4. To ensure that all chairpersons for Community Events Committees perform their duties satisfactorily.
5. To assist in the preparation of the PTO budget.
6. To serve as Parliamentarian.

D. Duties of Vice President(s) of Service Events:

1. To attend all Executive Committee meetings of the Organization.
2. To attend, or appoint a person to attend, District Parent Council Meetings.
3. To appoint chairpersons of Standing and Special Committees supporting Service Events.
4. To ensure that all chairpersons for Service Event Committees perform their duties satisfactorily.
5. To assist in the preparation of the PTO budget.
6. To determine any Parent Programs for the general meeting or other time in the school year.

E. Duties of Vice President- Principal

1. To attend all Executive Committee and general meetings.
2. To act as liaison between the school and the PTO and to keep the PTO aware of the school events.
3. To assist in the preparation of the PTO budget.
4. To review and approve all publications.

F. Duties of the Secretary

1. To attend all Executive Committee and general meetings.
2. To record, transcribe and distribute the minutes of all Organization meetings.
3. To distribute Executive Committee minutes at the following general meeting.
4. To conduct correspondence as directed by the Executive Committee.
5. To keep a current copy of the PTO Bylaws and any standing rules.
6. To maintain all PTO files and distribute mail.
7. To prepare the agenda, and post in the first school newsletter of the month.
8. To provide a copy of the Executive Board listing, including contact information (Name, Address, Phone and E-mail Address of each) to the Parents' Council upon election.

G. Duties of the Treasurer

1. To attend all Executive Committee and general meetings.
2. To review previous year's financial records with the Executive Committee prior to the start of the school year.
3. To submit a monthly Financial Statement to the Executive Committee for ratification.

4. To present approved monthly financial statements at the following general meeting.
5. To receive and keep accurate records of all receipts and expenditures of the PTO money and to maintain funds in federally insured checking or interest bearing accounts in the name of Aspen Crossing Elementary School Parent-Teacher Organization.
6. To be present or arrange for a substitute at all fund raising activities, to aid and work closely with the Chairpersons of each fund raiser to ensure accurate record keeping, to be responsible for collecting, counting and depositing all money and to provide change at fund raising activities.
7. To prepare the annual budget with the Executive Committee for approval by the 2nd general meeting of the school year.
8. To provide all necessary information to the Auditor whenever the Vice President Principal requests an audit and to attend audit meetings as required.
9. To close books by June 30th, and provide books and end of year financial statement to the incoming Treasurer(s). These must be reviewed and approved by the out-going Vice Presidents.
10. To provide a copy of Form 990 to the Internal Revenue Service and to the Treasurers of Parent-Teacher-Community Council, Inc. as set forth in Article X, Section 3 of the Bylaws.
11. To comply with all ~~other~~ guidelines for Treasurers that are set by the Cherry Creek District Parent Council.
12. Be responsible for saving designated funds to be carried over to the next fiscal year, the amount to be determined by the Executive Board before the expiration of its term, but no less than \$500.
13. To submit a copy of the Annual Budget to the Treasurer of CCSD Parents' Council upon formal approval by the PTO membership.
14. To attend a minimum of one CCSD Parents' Council Treasurer's Workshop upon election.

H. Duties of the Staff Liaisons

1. To attend all Executive Committee and general meetings
2. To act as liaison between the school and the PTO and to keep the PTO & Staff Members aware of the school / PTO events.
3. To assist in the preparation of the PTO budget.

ARTICLE VII BOARD OF DIRECTORS

A. Duties of the Board of Directors

1. To attend all general meetings.
2. To report on the progress of their committee when called upon at meetings.
3. To keep a record of their activities throughout the school year.
4. To make a final report at the end of their term that will be presented to their successor.
5. To keep all pertinent documentation in a binder or folder to be given to their successor.

ARTICLE VIII ELECTION OF OFFICERS

- A. A Nominating Committee shall be appointed by the Vice President(s) of Fundraising, and shall consist of five (5) members. At least one (1) of these

members shall be from the Executive Committee, one (1) shall be the school principal and three (3) shall come from the organization at large. The Vice President(s) of Fundraising shall not serve as a member of the Nominating Committee.

- B. The Nominating Committee shall nominate a candidate for each elected office. It is acceptable to have co-leadership in any position, as recommended by the Nominating Committee, on an annual basis.
- C. The slate of candidates and date and time of the election shall be announced and published in the school newsletter at least three (3) weeks prior to the election meeting.
- D. The election shall take place in April of each school year.
- E. Additional nominations, by the membership at large, shall be accepted from the floor at the April meeting, on the condition that the nominee consents to serve.
- F. Election shall be by voice vote if there is only one nominee for an office. If more than one candidate is nominated for an office, the election shall be by written ballot and by plurality of those present and voting.
- G. The term of office for all Executive Committee members shall be for two years, From July 1 to June 30. The incoming and outgoing board shall meet together in May and June for a transitional period.
- H. No officer shall be eligible to serve in the same office for more than two (2) consecutive years, unless there is no replacement.
- I. In the event a vacancy should occur among the elected officers, the Vice President of Fundraising shall call a meeting of the Executive Committee within thirty (30) days to appoint a new officer(s) to complete the unfinished term.

ARTICLE IX

STANDING COMMITTEES

- A. The Executive Committee, at its discretion, may authorize the following committees and any other such committees as deemed appropriate:

1. Parents Council
2. Parent Information Network
3. Legislative Network
4. Volunteers
5. Hospitality/Staff Appreciation
6. Assemblies
7. School Directory
8. Health & Safety
9. Newcomers
10. Family Fun Nights/Community Events
11. Spirit Wear
12. Emergency Phone Tree
13. Yearbook

ARTICLE X

FINANCES

- A. The fiscal year for the PTO shall be from July 1 to June 30.
- B. The PTO financial accounts shall be audited by an impartial committee outside of the Executive Committee at the end of the fiscal year, prior to being passed on to the newly elected Treasurer(s).
- C. The out-going Executive Committee must retain at least \$500.00 in the account for the working expenses of the in-coming Executive Committee.
- D. The Executive Committee shall prepare the annual budget for approval by the 2nd general meeting of the school year. Input from the general membership shall be solicited prior to the budget meeting.

- E. PTO funds, outside the line item budget, may be requested by staff members through a grant process each year.
 - 1. The Executive Board shall consider and approve all grant requests, as well as longer-term needs of the school, and shall provide notification to the full PTO.
 - 2. The PTO may, at any meeting, consider emergency, one-time funding requests from staff members.
- F. Reimbursement for expenditures shall take place within 60 days of the event.

ARTICLE XI

AMMENDMENTS

- A. These Bylaws may be amended at any general membership meeting by a majority vote of the members present and voting provided that written notice of the proposed amendment shall have been given thirty (30) days prior to the meeting.
- B. The Executive Board, at its first meeting of the year, will review the bylaws. Bylaws will be presented for approval at the general meeting in September.
- C. Copies must be sent to Parent Council for any bylaws that have been amended, for their records.

ARTICLE XII

PARLIAMENTARY AUTHORITY

- A. The latest revision of Robert's Rules of Order shall be the authority on parliamentary law, except when in conflict with these Bylaws.

ARTICLE XIII

OPERATING PRINCIPLES

The following are the operating principles to be followed by the PTO, as required by the Cherry Creek School District Parent-Teacher-Community Council, Inc.

- A. The organization shall promote the goal of a quality education and support for the general welfare of all students at Aspen Crossing Elementary School by working with the faculty and staff, the Cherry Creek School District Community and the students.
- B. The organization shall not engage in, or endorse, any commercial activities. This does not, however, prevent the organization from carrying on fund raising activities related to its purpose. Nor does it prevent a commercial enterprise from sponsoring an activity related to the organization's purpose.
- C. No substantial part of the activities of the organization shall involve attempts to influence legislation or other political activities. This organization shall not participate, on behalf of or in opposition to, in any campaign for a candidate for political office. This does not prohibit the distributions of non-partisan materials or the holding of non-partisan candidate forums.
- D. No part of the net earnings of the organization shall inure to the benefit of its members, directors, officers or other private persons. The organization shall not carry on any activities not permitted to be carried on by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code.
- E. Upon the dissolution of this organization and after paying for the debts of the organization, the remaining assets shall be distributed to one or more non-profit organizations which are tax exempt under Section 501(c) (3) of the Internal Revenue Code.

ARTICLE XIV

ASSOCIATION WITH CHERRY CREEK SCHOOL DISTRICT PARENT-TEACHER-COMMUNITY COUNCIL, INC.

- A. This organization is organized under the authority of the School Creek School District Parent-Teacher-Community Council, Inc., and it is chartered as a subordinate PTO in accordance with the rules prescribed by the Council.
- B. A copy of the Bylaws, including certain provision required by the Council, shall be forwarded to the Council upon adoption. Further, when amendments are made to the Bylaws, a copy of the amended Bylaws shall be submitted to the Council.
- C. Form 990 is required to be filed with the Internal Revenue Service, a copy of such forms shall be submitted to the Treasurer of the Council when filed.
- D. Permanent books and records shall be maintained with sufficient detail to adequately reflect all sources of income and nature of expenditures. Such books and records will be made available for inspection, at reasonable times, upon request of an authorized representative of the Council.
- E. As a subordinate of the Council, this organization is obligated to operate in accordance with the prescribed rules of the Council and the Operating Principles in Article XII of these Bylaws. Failure to comply with these provisions could result in withdrawal by the Council of the charter of this organization.

ARTICLE XV
FISCAL YEAR

The fiscal year shall begin on July 1st and end on June 30th of the following year.

Original Adoption: October 2005