

PTO Minutes

November 20, 2024

In Attendance: Kenlyn Laureys, Sarah Lundell, Ashlyn Irk, Alice Nesvold, Tara Bush, Alyssa Boggs, Tori Balanow, Amber Clark, Aslin Zweirzynski, Angel Rosas, Jessica Vant'Hof, Angel Rosas, Malarie Varnak, Forest- Ann Sherk, Ashley Kosowski, Emily Solmos
Via Video: Cindy Butt, Lauren Willis

- I. Call to order 2:10
- II. Update from Mrs. Bush
 - a. November 22nd school wide fun: Cereal box dominos (# of donations)
 - i. Posted asking for more donations
 - ii. There is specific times items can be brought to food pantry
 - b. December 19th school wide fun: Ornament Making (Allie purchased)
 - c. January school wide fun: Theme TBD (possibly snow painting)
 - d. Change in Park and Pickup process beginning after Thanksgiving
 - e. iReady testing the second week of December
- III. Treasurer's Report
 - a. Current Account Balance in Checking, Savings, and CD
 - i. \$20,623.94
 - ii. \$1445.56 in Expenses
 - b. Spirit wear purchased for Fun Fair sales
 - c. \$200 scholastic dollars expires 4/2025
 - d. Filed 990 with IRS
- IV. Communication
 - a. Website- Draft Outline
 - i. Submitted times to set up meeting
- V. School Supply Fundraiser
 - a. Prepackaged school supplies. We would send in the supply list for each grade so they know what is required. Will replace items if they break. Does that include headphones?
 - i. Need supply list by Spring Break
 - b. Mrs. Bush would like to have our teachers review each grades/package's costs. They need to be all about the same price for all grades.
 - c. Sales from 4/15/25-5/20/2025
 - d. They supply 8 ways to promote sale
 - e. Sign on incentive
- VI. Giveback
 - a. Winter giveback- Portage Road Hacienda January 30th
 - i. We will not be selling pre-purchased gift cards
 - b. Last day of school Hot Rod Snow Cone- 5/23/25 (Mal V & Sarah M)
- VII. Spirit Wear

PTO Minutes

November 20, 2024

- a. Purchased additional shirts to sell at kindergarten round up and Fun Fair
- b. Car decals(not heard back yet), key chains, sunglasses(getting prices)
- VIII. Pod furniture (Tori)
 - a. No update
- IX. Teacher Appreciation (Amber)
 - a. Staff Favorites Spreadsheet (Amber)
 - i. Mrs Bush will pass out forms to everyone we are missing
 - ii. Mrs Bush will include in Decembers newsletter
 - b. Amazon Wish lists (Tori)
 - i. Pinned on Facebook
 - c. Staff Christmas gifts
 - i. Number of staff for gift cards and chocolates
 - 1. 50-60 (including bus drivers)
 - d. Quarterly luncheon
 - i. Potluck 12/18
 - 1. Chicken, Salads, chips/dip, snacks, dessert
 - 2. Sign up Genius will be sent out
- X. Weekly Lost and Found FB Post- Ashlyn
- XI. Christmas Shoppe- Sarah Mitchell (penguinpatch.com)
 - a. 12/9-12/13; Monday walk through day; sales Tues-Fri from 10-1 cst
 - b. Location: Mrs Grylewicz's Room (#117)
 - c. Classroom shopping schedule (Sarah M & Mrs Bush)
 - i. Mrs Bush will work with teachers to set up when to shop
 - d. Purchased Amazon wish list items (Allie)
 - e. Communication to staff explaining store and shopping schedule
 - f. Communication to parents
 - i. Flyer
 - ii. Weekly newsletters, emails, app notifications from teachers
 - g. Set-up Friday, December 6th, 1030-1 pm cst
 - h. Sign-up genius for volunteers- All spots filled
 - i. Thank you flyer to parents and staff
- XII. Fun Fair February 28th
 - a. Committee Developed- Next meeting via zoom December 5th 7:30 PM cst
- XIII. Scholarship
 - a. Review application
 - b. Develop official essay/application rubric to determine scholarship winner

PTO Minutes

November 20, 2024

Next PTO Meeting December 18th @ 2:10 CST in the Tiger Den