

# Portage Lake Center PTO, Inc.

Monday, October 14<sup>th</sup>, 2019 6:30 meeting (MINUTES)



**Board Members in Attendance:** Christy Szekely, Erin Kissinger, Sarah Kropp, Heather Kay, Sarah Blum, Lesley Cahill, Melanie Carlisle, Toyin Daranijoh, Sasha Dekam, Jill Frazee, Jade Johnson, Autumn Knapp, Maggie Piotter, Colleen Ruggiero, Kristen Weaver, Nicole Reedy, Shannon Underwood, Maggie Potvin.

**Board Members Absent:** Kelly Jensenius, Tara Chumita,

**Teacher Representatives in Attendance:** Lisa Trott, Marci Mungovan, Summer Walker

Call to order: Christy at 6:34 pm.

Secretary's Report: Approval of September minutes. Motion to approve Jade and Autumn second.

Treasurer's Report: Deposited all the TT money. Will have \$12,600 left over to use for the year. Motion to approve Toyin and Lesley second.

School News by Summer Walker: Y/5 & K, Kalamazoo Nature Center, 1<sup>st</sup> grade went to Gull Meadow Farms, 2<sup>nd</sup> grade Kalamazoo Nature Center, 3<sup>rd</sup> grade goes to Lansing, 4<sup>th</sup> grade will do Airzoo and Bonine House, 5<sup>th</sup> grade will do Airzoo. Kelly and Summer will do a family night for training on zones of regulation with pizza and childcare. Will be school wide by end of October, shout-outs start next week.

\*\* Christy will implement conflict resolution training. Increasing the millage at the library, hasn't been done in 25 years.

## Old Business

Open House & Scholastic Book Fair: Open House - purchased 10- 20 packs of cookies- they were GONE. Not many donations this year. Scholastic - Sales were roughly \$3,000, roughly \$4000 in books for the school.

Spirit Wear: Extended sales to close Oct 18<sup>th</sup>. Products will be in 2 weeks after closing sales. Pick up paper orders on Friday after school. 70-75 garments behind last year. Should discuss having a spring sale.

Mileage Club: Having 3 volunteers was helpful.

Picture Day: Thank you to volunteers. Got a little ahead of schedule which threw off the classrooms. Make each class time slot 5 minutes instead of 10 or go back to 2 photographers. Retakes November 8<sup>th</sup>.

Turtle Trot: Great feedback on event/ DJ & signs & décor. Tee-shirts; have had great feedback! Ordering a few more for top sponsors and new staff/students. Sponsorship of shirts: Our goal was to cover 650 shirts for \$3000, and we got \$4,300! Gross Goal is \$31,000, net goal is \$26,000. Assembly planned for October 31<sup>st</sup>. Big prize (bowling with Mrs. Jensenius) is the morning of Nov 19<sup>th</sup>. Need to buy more bracelets. Loved the coffee for volunteers.

## New Business

Dining Out: Culver's Oct. 22<sup>nd</sup> – Staff sign up is basically full. Jill will be out of town so others will stay and hang out. November 5<sup>th</sup>- Culver's.

Family Fun Night: Harvest Moon Acres: Saturday, October 19<sup>th</sup> - \$1 off admission. Advertise as a good play day. Skyzone is coming up.

Box Tops: Contest this week Oct 14-18, box top parent for ALL classes: still need a few classes filled. Maybe compete between elementary schools.

Folk Dance Night: For 2<sup>nd</sup> grade families only. Starts at 6:30 – 8:30, dance is 1-hour long. Going to send out a flier to families and try to get an estimate for RSVP's to include cider and donuts. Need a couple volunteers and greeters for sanitizer. Good grab for high schoolers for community service hours. Need to invite Northern students to volunteer too.

STEM NIGHT: Will look a little different. District wide is starting soon - Need a rep from every school to join the board for STEM planning. Change in name – Family Fun Night STEM.

Battle of the Books: Titles are coming out and books are being ordered.

Movie Night: Nov 22<sup>nd</sup>, Gatorade, water candy & popcorn. Aladdin – doors open at 6 pm movie starts at 6:30 pm. Volunteers are taken care of. Need a fun intermission idea, Go-Noodle Break.

Teacher Conferences: Chef Tate tacos one night and then soup/salad (maybe).

Staff Treats: Started and are very nice.

Teacher Requests: PTO to reimburse \$75 for books that the office purchased, will ask them to use scholastic dollars in the future. Motion to approve by Maggie, second by Toyin. All are in favor and refund is approved.

Budget Updates: Updated budget to include TT income, raised roughly \$42,500. Added science night back in, increased for staff lunches, moved field trips to \$10,000, gave more to teacher appreciation week. Motion to approve Jill second by Colleen.

Gift to the school: More drinking fountain filling stations, outdoor classroom, SAIL letters for hallway, new microphones and/or sound system, new piece of playground equipment, new design for the black top, LEGO club (maybe make a district wide thing)-gather quotes. Need to finish art installment from last year, 1 hallway left to do.

**Checks: All checks MUST be made out to Portage Lake Center PTO, Inc.**

**Next Meeting- Monday, November 11<sup>th</sup>, 6:30 in the Media Center. Childcare will be provided**

**Deadlines:** November Newsletter-10/21

Meeting Adjourns: at 7:27 pm.