Portage Lake Center PTO, Inc.

Monday, February 5, 2024 6:30 meeting (MINUTES)

**Board Members in Attendance:** Ken Slocum, Erika Shoemaker, Colleen Ruggiero, Jessica Biggs, Amanada Bonofiglio, Ashley Esterline, Christy Szekely, Erin Kissinger, Katie Rodewald, Laura Bedore, Olivia Kurajian, Rachel Lafler, Rachel Myland, Sara Crill, Sarah Wester, Tiffany Irvine-Chambers

**Board Members Absent**: Amanda Molitor, Amanda Osborn, Kassidy Niuwenhuis, Lauren Bodamer

**Teacher Representatives in Attendance:** Alex McCullough, Summer Walker, Chris Stacey

**Call to order**: Ken at 6:30 pm

**Secretary’s Report**: Approval of November minutes. Motion to approve by Christy and second by Erin.

**Treasurer’s Report**: Only waiting on $72 of matching funds for Turtle Trot, dining out deposits made. Motion to approve by Ashley and second by Olivia.

**School News** by Alex: Really excited to have a 5 day week this week and get back into routine. Progress reports went home today and benchmark screening began this week. Conferences are in March and still planning for virtual. Friday is twin day put on by student council. This month’s donation is school supplies. Second school wide field trip is happening tomorrow. It’s a lot of work, but really great to see all the kids together in one place and they had great behavior compliments last time they went. Young 5s/Kindergarten night and middle school night will both be sign up events. Y5/K night is 2/29.

**Orville updates with Summer:** Orville had to move over Christmas break because Mr. Critz is retiring at the end of the school year. 6 different staff members volunteered to house Orville. He is now living with Mrs. Smith. He has transitioned very well and is doing good getting back into school routine. He has struggled with food and environmental allergies but he seems to be on the right track now.

**FB posts and newsletter:** Just a reminder, please send all facebook posts in advance to Jessica so she can schedule them. The next newsletter will be going out in January so please make sure all newsletter blurbs are to Erika by December 15.

**Old Business**

Spirit Wear – Profit of $827 made on 227 items sold. We have 30 pairs of socks leftover. Everything was organized well through the vendor. There was some confusion about parent pickup vs classroom delivery that would need to be worked out for next time.

Dining Out – Erbellis rounded up to $200 and Trubo chicken rounded up to $150. Next dining out is 2/28 at Presidential Brewing from 4-8. It is valid in dine in only and you must mention LCE.

Conference Dinners – Qdoba did not discount the order at all but forgot the sterno cans so they will credit our account $50 for our next catering order. Ken donated all of the meal from Jersey Giants. Planning to repeat the same meals for spring conferences.

Family Movie night – First movie was well attended. The second one was much less busy. Leftover candy is good until well after movie nights for next year so it has been stored in the closet. Reminder to future movie night chair – you cannot show Disney movies without their very expensive license. Popcorn had to be purchased for the 2nd movie night because celebration cinema had donated so much popcorn to PPS the month before.

**New Business**

Family Party – Need volunteers, especially at the snack table and helping with setup. Lynnea is getting much busier so we may need to look into a different photographer for future events.

Skate Night – Scheduled for Feb 22, planning to call and verify that staffing is set with Larry.

Family Fun Nights – planning a Kwings game for 3/10 at 3pm. More info will follow.

BOB –Everything is ready to go. A parent letter went home today to set expectations for spectators. Childcare will be available for younger siblings who may need more wiggle room. Teams can arrive at 6pm, parents no sooner than 6:15. 4 teachers are judging.

Executive nominations – Executive board nominations can be made from now until a week before our March meeting. Executive board elections will be held at the March 11 meeting. If you are interested in an executive board position or know someone who would be interested, please contact any current e-board member. Jessica’s term is done after this year so we need a secretary. Colleen and Erika will be done after the 24/25 school year.

Board nominations begin in March and will have an election in April

**Comments, Questions, Concerns?**

**March Newsletter deadline –** February 16

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

**Next Meeting- Monday March 11 at 6:30pm in the Media Center**

**Meeting Adjourns: 7:06pm** motion Amanda B, second Tiffany

**Upcoming Events**

**2/10** Family Party at LCE

**2/12** Battle of the Books

**2/19** Grand Battle of the Books

**2/22** Family Skate Night

**2/23-2/26** Mid-winter break

**2/28** Presidential dining out

**3/10** Kwings game

**3/12 and 3/14** Conferences

**3/15** Family Game night

**3/21** ½ day

**3/22-3/29** Spring Break