Portage Lake Center PTO, Inc.

Monday, February 6, 2023 6:30 meeting (MINUTES)

**Board Members in Attendance:** Christy Szekely, Erin Kissinger, Colleen Ruggiero, Jessica Biggs, Erika Shoemaker, Kassidy Niuwenhuis, Kayleen Grand, Ken Slocum, Laura Bedore, Maggie Campbell, Rachel Lafler, Rachel Myland, Sam Loker, Sarah Blum Tiffany Irvine

**Board Members Absent**: Amanda Molitor, Amanda Osborn, Kaitlyn Hicks, Maggie Piotter

**Teacher Representatives in Attendance:** Alex McCullough, Summer Walker, Ashley Palmer-Vance , Lisa Trott

**Call to order**: Christy at 6:33pm.

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

**Treasurer’s Report**: Mostly items for BOB, field trips and Mr. Cram’s approved purchases. Sympathy for Kitchen was a blanket purchased for Mrs. Kitchen from the PTO. Motion to approve by Ken and second by Kassidy.

Budget Update: We will be leaving 5th grade camp as a line item, but as a $0 item. The district will be covering the costs for the foreseeable future. Line item for classroom magazine budget is going to change. The district is covering a lot of these items currently. 5th grade is doing a field trip to AirZoo. Cost will be $10/student plus bussing costs.

**School News** by Summer: We just wrapped up mid-year screeners and will be setting goals based on the results. Everyone is very excited about BOB! We have 17 teams participating. Planning for next year has started already! New family night for K/Y5 is March 1.

**District News** – Quarterly PTO president luncheon was on Jan. 26th. We meet with Marianne Joynt who has been hired by the district for mental health supports. She is focusing on helping individual students along with the enrichment specialist in the short term, and working on systemic changes in the long run. She has been working with a group to make sure that all engagement specialists in the district (and all teachers and staff in the next few years) attend two trainings – SafeTalk (suicide prevention awareness) and Mental Health First Aid. They want to also offer these trainings to parents, but she wanted to pilot with PTOs first. Are you interested in taking either of these trainings? SafeTalk is 3.5 hours long. Mental Health First Aid is a full day (8 hours), which could be presented on a Saturday or broken up into 2-3 consecutive nights. See the hand outs, and sign up if you’re interested. We will be setting dates after she hears back from the various PTOs.

-Plan on a Page is coming out soon!

-Flooding on the playground, note has been sent to district. There are pipes under the ground and potentially go under the playground, so it’s more complicated than we might think. Outdoor classroom space is planned to be near the small playground where there is a wooded area so it would be out of the flooded areas.

**Old Business**

Family Game night: The weather was a slight issue leading up to the event. The families that came had a great time. Everyone was respectful of the borrowed games. The turnout was ideal for the amount of space used. Big games were a hit! Mostly younger families in attendance. Used the speaker to have music playing during the event as well.

Battle of the Books: Battle is 2/13 and we have 17 teams. Medals will be awarded for top 3 teams. Notepads and pencils are ready to go. Bookmarks for all participants have been ordered. Judges are lined up. The top 2 teams will advance to the Grand Battle on 2/20. All 8 elementary school are participating this year for the 1st time!

Box Tops/Amazon Smile: Amazon Smile is ending on 2/20. Need to promote Box Tops better and maybe have a Box Tops chair to promote special offers/sales.

Movie Night: SuperPets will be shown 2/10. Popcorn is ordered and concessions are ready to go. HS students will run concessions. Plan to have no intermission.

Skate Nights: Feb 23 and March 23. All are $9.50 for quad skates and $4 extra for inline skates. Watching is free. Need a minimum of 60 people for each date. January event was very well attended and everyone had a lot of fun!

Conference Dinners: Ken has a plan ready. Will check dates on sodas this time. Talked about SUG for sides and drinks to help offset costs. Conferences right now are planned to be virtual.

Book Fairs: Scholastic keeps changing the rep and we have had several issues. We are planning to switch to using BookBug in the spring for a book fair. It will be during ice cream social. Media specialist might be willing to partner with us to help pick books for the book fair. SEL team is going to use the remaining Scholastic dollars to purchase a cart and books for rewards. Bookbug will give us 20-30% back depending on sales.

Family Sock Hop: Need to tour the space to get ideas for set up. Ticket sales have been very slow. Suggestion was made to sell tickets at movie night.

Dining Out: We did ok at Jersey Giant. Ritters is scheduled for 2/16. We will get 30% back. Planning for Turbo Chicken in April and Rollup in May.

**New Business**

Executive Nominations – Executive board nominations opened up today! Lisa Trott has made a google form for us to use. Nominations that have been made so far include: Ken Slocum, president; Erika Shoemaker, VP; Colleen Ruggiero, treasurer; Jess Biggs, Secretary. Nominations will remain open until March 6th. Everyone needs to confirm their nomination to appear on the ballot. We will vote on March 13th.

General Board Nominations – Please let us know if you are planning to return next year. We have 16 spots available currently for the 23/24 year based on student count. General board nominations will open up March 13 and close March 23rd. The election will take place on April 10th.

Attendance- reminder you MUST attend a minimum of 6 meetings per year

Event Summaries & Financial Report Review – We need everyone to turn in their event summaries for the events they have completed so far this year. We are still missing: Legends, Game Night. Next up: Movie nights, BOB. We also discussed potentially switching to a new form which is more user friendly.

Spring Spirit wear – Christy has been working on getting our shop up and running again for the spring sale. The sale will run from March 3rd and close on March 24th (technically March 25th at 8 am). We have nice bright colors for t-shirts and prices should be roughly the same, but still waiting on wholesale costs on the new shirts from Spirit Shoppe. We had to change the type of shirt we are getting since color selection in the Gildan softstyle tee is extremely limited.

Teacher Requests – None at this time.

**Upcoming Events**

Feb 10 – Movie Night

Feb 13 – Battle of the Books

Feb 20 – Grand Battle

Feb 23 – Skate Night

Feb 24-27 – Mid Winter Break

March 7 & 9 – conferences

March 11 – Sock Hop family party at PCHS

March 13 – PTO meeting

March 17 – No School

Mach 23 – ½ day, skate night

March 24-31 – Spring Break

**Comments, Questions, Concerns?**

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

**Next Meeting – March 13, 2023 at 6:30pm in the Media Center. Childcare provided**

**Deadlines: March newsletter and PTO Spring Event Flyer Friday, February 17**

**Meeting Adjourns: 7:38 pm** motion Erin, second Christy.