

Portage Lake Center PTO, Inc.

Monday, March 16, 2018: 6:30 meeting minutes

Board Members in Attendance: Lesley Cahill, Teresa Caron, Aggie Cottrell, Tommy Cottrell, Kim Evans, Carrie Funk, Melissa Jorgensen, Erin Kissinger, Connie Nelson, Maggie Plotter, Christy Szekely, Stacie Sokolowski, Kristen Weaver.

Board Members Absent: Sarah Blum, Tara Chumita, Toyin Daranijoh, Jade Johnson, Stephanie Norg, Sarah Overholt

Teacher Representatives in Attendance: Kelly Jensenius, Marci Mungovan

General Members in Attendance: Jill Frazee, Heather Kay, Autumn Knapp, Sarah Kropp

Agenda

Call to order at 6:33 pm

Secretary's Report-approval of February minutes by Connie, Kristen second.

Treasurer's Report – We have \$10,044.71 in savings and \$35,263.17 in checking for a total of \$45,307.88. We have approximately \$2,759 in leftover funds for the year. Only 12 teachers have asked for reimbursements. Erin will email the rest of the teachers to remind them of the money they have available to support the classrooms. Sherman Lake (unsure of the exact total). Motion to approve by Aggie, second by Carrie.

School News- Irish Dancers are coming on Friday, we typically do this every other year. March 27th is spring pictures. We will do healthy snacks for testing days and set up a SUG. Penny drive in April. Kelly wanted to give a heads up that we have a few fundraisers coming up back to back: Leukemia Fundraiser in June, Penny Drive to help fund the Lincoln Memorial at Bronson Park, Another Basketball game for winners of Fundraiser. Yearbook is wrapping up, just need volunteers to take pictures at Mother-Son and put together a powerpoint for QR code.

Executive Nominations & Vote

President Maggie Plotter will term out and will not be on the Executive Ballot.

Executive Ballot Nominees for 2019-2020 school year:

President: Christy Szekely

Vice President: Sarah Kropp

Treasurer: Erin Kissinger

Secretary: Heather Kay and Colleen Ruggiero

Old Business

Father Daughter Dance

-Maggie Plotter reported on dance. It was a great event and we had 85%+ of girls in attendance. A few others were in attendance but not marked as paid, so number could be higher. Came in right at the \$1000 budget.

BOB

-Maggie Plotter reported on BOB. Great event with 21 teams. Event went great. We had difficulty with the school overhead sound system microphones and the News station amplifier wasn't loud enough, so hoping to have two mics in the cafe working for next year. Two teams went on to Grand Battle at Moorsbridge.

Family Skate Night

-Went well, not as well attended as the first one but it could be due to weather, maybe do 3 next year since the parents and kiddos love it so much, another potential family fun event is to do a spring movie night possibly Aladdin in May at Celebration Cinema.

Box Tops

-\$400 collected for February box tops collection (missing 5 classes that were sent in late due to snow days).We collected over \$900 in the fall, so we have collected over \$1,300 for the school year. Budget was \$1,500.

New Business

Budget Status

-\$2,700 in spending money, potential change line item of warm kids to school assistance.

Teacher Requests

- no current teacher requests
- Update on art installation other hallways are done except for 5th grade, we still need artwork submissions from the students.
- Kelly asked for \$500 to cover school lunches so that children do not get the cheese sandwich. We discussed how this could impact families. Does it enable parents? There is a gap between time families apply for free and reduced lunch and it kicks in. It is not cover lunches during the waiting period. So far this year, staff and parents have covered about \$300 in lunches. Lou Root can be in charge of money distribution. We need to trust Kelly that funds will be used properly. Discussion of changing line item in budget from warm kids happened.

Upcoming Events

- PTO Conference Dinners- Taco Bob's and Olive Garden, no drinks or desserts needed
- Scholastic Book Fair- all set, there will be teacher wish bins where people can purchase books for each teacher's classroom during conferences. We also have a Dog Man costume, so people can be out in it promoting the book fair. We will also have a book fair during the ice cream social and end of year picnic that will be a BOGO sale.
- Mother Son Event (March 16th)- 3-5 volunteers still needed, this has been a very print heavy project. Heather Kay has helped Tommy and Aggie a lot.
- Spring Pictures (March 21st)- date changed due to new 5th grade camp dates, now 3/27. Tara has enough volunteers to help out.
- Mileage Club (Wednesdays apr-may)- SUG sent out again through FB earlier today, most of the sign up is full already.
- Admin. Asst Week -April 22-26- working on it, question about how to cover the office during lunch since Connie and Teresa work during the day.
- Staff Appreciation Week-May 6-10- Chicago Style Pizza wants to donate. Sara Blum and Erin Kissinger are working on the event.
- Anchor Run- planned for May 19th, color run again, may potentially move to June 2nd depending on help Sarah O needs. Many of the people that help are out of town that day for various reasons.
- Terracycle - all school for Earth Day. Tara will get us info for newsletter and talk to Kelly about wrappers and potential allergens being in the classrooms. Kelly is going to ask teachers' opinion.
- Culver's Dining out- April 30th. If we can get a poll done this week, Culver's will let us pick the flavor of the day.

Board Member Nominations DUE Monday, MARCH 25th

3 board members per 100 students- currently allowed 16 board members per current student body.

Upcoming Dates

- Mother Son Event – March 16th
- PTO meeting, Monday, April 10- BOARD ELECTION
- Admin. Asst Week -April 30-May 4
- Staff Appreciation Week-May 7-11
- Anchor Run- May 18th

Comments, Questions, Concerns?

Meeting Adjourns 7:46 pm

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

Deadlines: March Newsletter & spring PTO event flyer Friday, March 22nd

Next Meeting- Monday April 15th, 6:30 in the Media Center. Childcare will be provided.