



Portage Lake Center PTO, Inc.

Monday, March 12, 2018

BOARD MEMBERS IN ATTENDANCE: Sarah Blum, Tara Chumita, Aggie Cottrell, Tommy Cottrell, Emily Cottingham, Toyin Daranijoh, Kim Evans, Melissa Jorgensen, Rachel Millward, Connie Nelson, Stephanie Norg, Sarah Overholt, Maggie Piotter, Stacie Sokolowski, Stephanie Tangeman, Kristen Weaver.

BOARD MEMBERS ABSENT: Rachel Bryant, Teresa Caron, Melissa Nicola

TEACHER REPRESENTATIVES IN ATTENDANCE: Kelly Jensenius, Marci Mungovan, Lisa Trott, Effie McCarren

GENERAL BOARD MEMBERS IN ATTENDANCE: Jade Johnson, Erin Kissinger, Christina Szekely

Call to Order 6:32 pm by Maggie Piotter

Secretary's Report – Motion to approve February minutes made by Aggie Cottrell. Second by Tommy Cottrell

Treasurer's Report- Savings \$10,029.75 Checking -\$29,373.99. Motion to approve Treasurer's Report made by Melissa Jorgensen, second by Tommy Cottrell

School News

- We are now a distinguished school for PLTW.
- Teachers were able to attend MACUL – Lisa Trott and Lisa Koop were presenters.
- Studer survey results were rolled out to the school. Teachers will work more on sending positive feedback.
- ALICE information has been released in the Monday memo. The staff will go over the scenarios again tomorrow with students during an ALICE lockdown drill. The school has been working with trauma counselors and Portage Police to better prepare the teachers to help students understand and not be scared. Kelly is encouraging all parents to go to the ALICE website to help incorporate the techniques into every day life as well. Lock down is in the building and Lock up is in the community.
- MSTEP is coming up for 3, 4, and 5th grade. The little ones are going to cheer on and encourage the older kids. Effie is asking for a signup genius set up for snacks for the kids in the morning before the testing: nut free, spoon-free, healthy. 2 stations with 2-4 parents.
- March 22 is Young 5's, kindergarten meeting
- A work order has been sent for the drainage problem on the playground and the crack in the sidewalk.

Executive Nominations & Vote –

- President – Maggie Piotter
- Vice President – Christy Szekely
- Secretary – Kim Evans
- Treasurer – Erin Kissinger

Old Business

- Father Daughter Dance – The event was wonderful and amazing. The price of the DJ went up since it was pushed back a week. The event stayed on budget making about \$25 (planned as a break-even event). The decorations have been passed along to 12th Street Elementary.
- Battle of the Books – A Lake Center team won the Grand Battle! Everything went well after getting off to a slow start during the first round. It seemed that everyone there had a great time.
- Dining Out – February was at Moe's. We made \$95. It was a good turnout considering that it was the Friday of Mid Winter Break. Culvers is March 26 and most of the volunteer slots have been filled. We may be able to do 3 dining outs next year since we get such a good turnout.
- PTO Conference Dinners – Everything went well.
- Box Tops – There weren't as many as during the last contest. We had 4,825 turned in. The prize hasn't been discussed for this contest. The Box Top mailbox will be brought to the school for kids to turn them in before summer.
- Movie @ Celebration was on Saturday. There were 72 people that attended. \$4 popcorn and pop.

New Business

Budget Status – Everything has been right at or under budget. We are still waiting for some of the matching gifts. The 5th graders aren't going on their field trip to the planetarium this year which will leave money in the field trip budget. Right now, we have \$29,387 in the bank. We carry \$10,000 to cover 5th grade camp. We still have \$14,788 to pay out in planned expenses leaving a surplus of \$4500.

Teacher Requests

- Young 5/Kindergarten – Zones of Regulation – asking for \$100 per teacher to build their literature library, total of \$500. Zones of regulation helps children identify their feelings and figure out what to do with those feelings. Motion to approve by Tommy Cottrell. Second by Toyin. All in favor. Motion approved
- Stacy Bonine – studying slavery/Underground Railroad - \$250 bus payment to take her class to the Bonine house. Motion to approve by Tara Chumita, second by Toyin. All in favor. Motion approved.
- Arin Riggins (4th grade) – Replace 18 Picture of Freedom books - \$184. Motion to approve by Kristen Weaver, second by Tara Chumita. All in favor. Motion approved.
- MACUL request – Logisoft \$1,299 – Morning news kit – Padcaster Ultimate studio includes Padcaster, wide angle lens, unidirectional microphone, audio splitter, tripod, LED, greenscreen, mini teleprompter, backpack lavalier microphone, stick microphone. This is something that could be used by the whole school. Morning news is done by the Captain's Crew. Tommy is questioning whether this equipment can be found for less at another company. Kristen and Sarah will look further into it and will send out an email with 3 options for the board to vote on.

Upcoming Events

Mother Son Superhero Slam – March 16 – Tommy & Aggie could use some more volunteers for Friday. There are some high school volunteers. Western Michigan football players will be here as well.

Decoration and donations are here and ready to go.

Spring Pictures – March 24 – Melissa Nicola is coordinating with Pat.

Great Skate – March 29 6:30-8:30

Mileage Club – Wednesdays in April-May Melissa Jorgensen needs a backup person

Administrative Assistants Week – April 23-27-Emily Cottingham is open to ideas.

Staff Appreciation Week – April 30-May 4 – Sarah Blum & Melissa Jorgensen are working on plans.

Anchor Run – May 18 – Sarah & Kim are trying to revamp the event. Anchor Run In Color. We are trying to make it more of a family event. Looking at a lower cost per person. Food trucks at the event. We are putting a poll out for which day would work better.

Comments, Questions, Concerns?

Meeting Adjourns 7:52 pm

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

Deadlines: March Newsletter & spring PTO flyer **Friday, March 23rd**

Next Meeting- Monday April 16th, 6:30 in the Media Center. Childcare will be provided.