Portage Lake Center PTO, Inc.

Monday, April 10, 2023 6:30 meeting (MINUTES)

**Board Members in Attendance:** Christy Szekely, Erin Kissinger, Amanda Molitor, Colleen Ruggiero, Jessica Biggs, Amanda Osborn, Kaitlyn Hicks, Kayleen Grand, Ken Slocum, Laura Bedore, Maggie Piotter, Rachel Lafler, Rachel Myland, Sam Loker, Tiffany Irvine

**Board Members Absent**:, Erika Shoemaker, Kassidy Niuwenhuis, Maggie Campbell, Sarah Blum

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

**Parent Members in Attendance:** Sara Crill, Lauren Bodamer, Katie Rodewald, Ashley Esterline, Amanada Bonofiglio

**Call to order**: Christy at 6:34pm.

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

**Treasurer’s Report**: Not much activity this month. There are still a few outstanding checks. We are paying the remaining balance for therapy dog today so $7500 will be coming out. Motion to approve by Tiffany and seconded by Sam.

**School News** by Alex and Summer: Orville will be starting this week with his trainer. Next week Summer, Alex and staff will begin training with him. Mr. Crites will have him at home and will also be doing training. There was a school wide virtual meet to announce Orville’s arrival last week. MSTEP testing starting 4/18. Progress reports went home last week and we’re into 4th quarter. Furry Friends Grooming and 12th Street Animal hospital are donating grooming and preventative care services for Orville so line items for those costs for this year will be used for start up costs. \*\***NOTE TO PTO**: please get logos for both companies for Turtle Trot 2023 sponsorships.

General Board Vote: We have 17 people who have accepted nominations. Based on student count, our bylaws allow for 16 representatives. Discussion was held to allow all 17 people to accept board positions versus not electing 1 person. Jessica motioned to allow all 17 nominated people to be elected general board members. Second by Tiffany, All voted in favor.

**Old Business**

Spring Spirit Wear – Spring has been a hard sell the last two years. We’re not hitting minimum orders and have lower profit margins. Possibly move sale to coordinate with Y5/K new family night next year to help drive sales and get incoming students spirit wear. Also discussed having spirit wear available for purchase at open house or looking into a screen print or press option at an event.

Mileage Club (Wednesdays April-May) – had to cancel last week due to storms, rescheduling for 5/4 (Thursday). Volunteer sign up looked much better going forward.

**New Business**

Dining Out – Turbo Chicken 4/19 from 3-7pm. Must mention LCE when ordering. 20% comes back to us.

Admin Apprecation- Kaiti is all set, no additional help required at this time.

Staff Appreciation Week – May 8-12, decades theme. Will have SUG and Amazon wish list for supplies and snacks. The committee got some feedback from staff about what they like and don’t like from past years. Lunch will now be provided that week, working on budget friendly options.

Pastries with Pals/Bike to School Day – May 17. Has to be totally outside. No rain date. We have tents or we will pass out donuts during school. Allergen friendly options were discussed.

5th Grade Celebration – June 7, 12-3pm. Airway no longer includes pizza in their package price. Working on getting pricing or finding an alternative. All kids will be fed – just working out details. Nicole is designing shirts again. Need to figure out bussing.

Field Day – May 26th. Need to expand time slots from last year, but lunch is not able to be a part of the event at this time.

\*Roundtable discussion about events postponed to next meeting.

**Upcoming Dates**

Mileage Club Starts – April 5

Turbo Chicken Dining Out – April 19

Admin. Asst Day -April 26

PTO Meeting May 8

Staff Appreciation Week-May 8-12

Presidential Brewing Dining Out - May 16

Pastries with Pals/Bike to School Day – May 17

Field Day – May 26 (June 1 rain date)

Ice Cream Social + Book Fair – May 31st

PTO Meeting – June 5

Ritter’s Dining Out – June 6

5th Grade Celebration – June 7

**Comments, Questions, Concerns?**

**Meeting Adjourns**

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

**Deadlines:** May Newsletter **Friday, April 21st**

**Next Meeting- Monday May 8th , 6:30 in the Media Center. Childcare will be provided**

**Meeting Adjourns: 7:37 pm** motion Sam, second Ken.