

Portage Lake Center PTO, Inc.

Monday, May 10, 2021 6:30 meeting (MINUTES)



Board Members in Attendance: Christy Szekely, Jill Frazee, Heather Burchfield, Erin Kissinger, Sarah Blum, Melanie Loker, Katrina Miller, Amanda Osborn, Nicole Reedy, Colleen Ruggiero, Megan Start, Katie Rodewald, Ken Slocum, Tiffany Irvine

Board Members Absent: Maggie Piotter, Alex McCullough, Sasha DeKam, Autumn Knapp, Lesley Cahill

Teacher Representatives in Attendance: Lisa Trott, Marci Mungovan, Summer Walker

Call to order- 6:32 pm

Secretary's Report-approval of April minutes. Motion to approve by Colleen and second by Amanda.

Treasurer's Report: Pretty simple month, mostly staff appreciation and teacher reimbursements. Variance because of checks written today. Still have roughly \$500-\$600 to reimburse Tara for Staff Appreciation. Marci still gets a check for reimbursements for stands. 18 staff members have not submitted their reimbursements receipts, if all 18 do submit then we still owe \$2700.

Motion to approve by Colleen second by Sam.

School News By Summer Walker: Last day of school is Thursday June 10th. There will be a take home packet of activities for the students to complete Friday June 11th. New protocols are currently being reviewed. Activities should be planned as "normal" for next school year. 5th grade celebration will remain similar to last year. MSTEP testing in building on Fridays.

PTO Board Member Nominee Introductions & Vote: names on ballot: Amanda Osborn, Caitlyn Demmond, Colleen Ruggiero, Jessica Biggs, Katrina Miller, Kayleen Grand, Ken Slocum, Maggie Piotter, Megan Start, Nicole Reedy, Sam Loker, Sarah Blum, Sasha DeKam, and Tiffany Irvine. We can have up to 16 board members with the current student count, so we can have a special election sometime during the next school year if we feel like the last two open positions need to be filled.

Old Business

Yopa Dining Out – We made \$50 with YOPA. Roll-up ice cream and tea is on the schedule for May 25th at Portage location from 3p – 8p, they will donate 20% of proceeds.

New Business

Staff Appreciation- Current spending is around \$682.30, and we have a few more expenses. We should come in under budget!

Anchor Run – We have 23 families registered. Swag packets are put together and the pick-up is scheduled for Wednesday evening from 6p – 7:30p. The total earnings for this event are \$467.23. We had \$300 in sponsorship money, \$425 from registration fees, and the cost was \$257.77.

5th Grade Celebrations- The date will be June 10th starting at 6 pm. The google form link went out to families last week for the t-shirt order.

End of Year Luncheon- We had to switch to Erbelli's to stay on budget. They are giving us a deal on personal pizzas and there will be budget left over to pay for drinks. This will also be on June 10th.

Event Choices- Respond by May 21

School calendar is set for next year with major dates- the new executive board is meeting Wednesday to discuss our PTO calendar. The academic calendar won't be ready until sometime this summer.

Vision for PTO in coming school year – prefer not to schedule virtual events as much as possible.

Upcoming Events

5/3 thru 5/7 – Staff Appreciation Week

5/10 – General Board Elections

5/12 – Anchor Run Swag Pick-up

5/16 – Anchor Run Virtual

5/25 – Roll-up Ice Cream & Tea (Dining Out)

6/10 – End of Year Lunch (Chef Tate)

6/10 – 5th Grade Celebration

Meeting Adjourns at 7:59 pm motion to close by Erin Katie second.

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

Deadlines: August Newsletter – August 17th

Next Meeting- Monday June 7th, 5:30 pm via Zoom.