Portage Lake Center PTO, Inc.

Monday, September 12, 2022 6:30 meeting (MINUTES)

**Board Members in Attendance:** Christy Szekely, Erin Kissinger, Amanda Molitor, Jessica Biggs, Amanda Osborn, Erika Shoemaker, Kaitlyn Hicks, Kassidy Niuwenhuis, Ken Slocum, Laura Bedore, Maggie Campbell, Maggie Piotter, Megan Start, Sam Loker, Sarah Blum, Tiffany Irvine

**Board Members Absent**: Coleen Ruggiero, Kayleen Grand, Rachel Lafler, Rachel Myland

**Teacher Representatives in Attendance:** Alex McCullough, Summer Walker

**Teacher Representatives Absent:** Lisa Trott, Ashley Palmer-Vance (training)

**Parent Members in Attendance**: Robin LaFond, Elizabeth Knapp

**Call to order**: Christy at 6:32pm.

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

**Treasurer’s Report**: No variance. We were finally able to purchase the speaker and microphone approved last year due to stock issues. Sponsorship money for Turtle Trot is coming in. Expenses include printing and envelopes for Turtle Trot. Motion to approve by Jessica and second by Amanda M.

**School News** by Alex: It’s been a great couple weeks back! Recess before lunch is a good switch for everyone. Fall screeners are finishing up. Staff is very happy to have volunteers back and that’s helping promote our feeling of community. 5th grade camp will be fully sponsored by the district again. Leadership is promoting other field trips to help get kids experiences they may have missed in the past. There was also a discussion about car line safety.

**Old Business**

Grab and Go Breakfast: Went really well. Staff was very happy with the food provided – bagels, muffins, fruit. Leftovers all went to the staff lounge. Budget was good between leftover gift cards and donations. Alex shared a story about new staff taking pictures of the spread to send to their old teams bragging about us!

Legends: Teachers and kids were excited. Plan is to sell pictures at Turtle Trot for $5. Order form will go home after Turtle Trot for families to order as well. Schedule worked well.

Open House: We had over 50 people signed up to volunteer throughout the year. We had to make more copies of the background check form!

Book Fair: We made $1815.34 in sales. We did okay with 1 register, but would prefer more in the future. There were issues with Scholastic changing our rep several times through the process. Suggestion to make sure there were more “middle” reader books for next time. Laura will check with our rep.

**New Business**

-School Tour and PTO how to’s provided after the meeting to anyone who would like to go.

-Updates to PTO Calendar: dining out and family fun events

PTO Request: Christy requested funding for a step ladder for the PTO closet. Motion by Tiffany to approve, seconded by Jess, motion passed by unanimous vote.

Communications: PTO communicates by using Facebook, PTO Newsletter, Weebly website, bulletin boards. Deadline for info to go out is the 3rd Friday of the month (12 days post PTO meeting). Fall event flyer will go home this week with all events until Christmas break listed.

Sponsorship: Deadline for Turtle Trot shirts is 9/13. Over $6,000 has been raised so far so all t-shirt costs have been covered. All money will be profit at this point!

Sign Up Genius: all links are up and going for the fall events.

Budget Updates: We will be updating the budget when we have Turtle Trot income, hopefully by October PTO meeting.

Mileage Club: need more volunteers, kids really excited to see this back at recess!

Turtle Trot: Shirts have been ordered, going to printer next week. Kick off assembly will be Friday. Envelopes are ready for stapling. Water has been donated for the event. Note – order sharpies!

Family Giving: nbox tops, Coke Rewards, Amazon Smile, Hardings

**Upcoming Events**

Sept 16 – Picture Day and spirit wear sale ends

Sept 23 – Turtle Trot, ½ day (Rain date 9/30)

Oct 3 – No School

Oct 5 – Walk/Bike to school day

Oct 7 – Turtle Trot Donations Due

Oct 10 – PTO Meeting 6:30pm

Oct 28 – Turtle Trot Prize Assembly, ½ day, Trunk or Treat

**Comments, Questions, Concerns?**

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

**Next Meeting – Monday October 10th, 6:30pm in the Media Center. Childcare provided**

**Deadlines: October Newsletter 9/20**

**Meeting Adjourns: 7:40pm** motion Erin, second Amanda M.