

MINUTES

Little Chute Elementary PTO Board Meeting

November 6, 2018 3:30pm Staff Lounge

In Attendance

Executive Board:

- Shannon Pomeroy – President
- Teann Burns – Vice President
- Sarah Peeters – Treasurer
- Betsy Zemlock – Secretary

Committee Chairs:

- Lisa Halle-Fritsch (Winter Celebration & Book Fair)
- Niki Welhouse (TimberRattler Game/Fang Reading Program) (absent)
- Lisa Perkofski (Popcorn Days) (absent)
- Jessica Tamulion (Walking Paths & Snowflake Social)
- Liz Rosin (Grandparents Day)
- Mollie Luedtke (Winter Celebration & Teacher Appreciation Week) (absent)

School Representatives:

- Jim Neubert
- Lahnie Zwiers
- Jenna Hietpas

Guest(s):

- Jen Douglas
- Mark Carroll

Budget

- A. Summary of Recent Events (ledger attached)
 - Incoming Funds
 - Culver's Night = \$462
 - Eagle Graphics Clothing Sale (kick back) = \$144
 - Popcorn Days = \$180 (donations)
 - Breakfast with a Buddy = \$90 (donations)
 - Outgoing Funds
 - Grandparent's Day = approx. \$300
 - Walking Paths = approx. \$400
 - Insurance = \$180/year
 - (Upcoming) LLC Renewal = ??? /third year

New Business

- B. Hallway Bulletin Board – does PTO want a bulletin board in the hallway?
 - We need to continue to create awareness, but the bulletin board isn't needed all of the time for PTO
 - Post PTO information on the bulletin board during the open house (before there is any art work to put on it)
 - Do a first half push (Fall/Winter) and a second half push (Winter/Spring) on the bulletin board
 - Facebook is working very well right now and we will continue to brainstorm additional ways to make families aware about what PTO is, what we do, and what we need.
- C. Request for Funds to Support the Playground – two steps to the hanging rings
 - Many students cannot reach the hanging rings on the playground (PreK, K, 1st, 2nd graders), therefore the question was asked whether PTO would support the funding of two tire steps (recommended and safety approved) so students can reach the rings
 - PTO would be willing to sponsor this expense (\$630 x 2 steps per Mark P.)
 - Mr. Neubert will continue to think about other donors to possibly sponsor this expense
 - Possibly use grant money?
 - Rock wall is also broken, but the district will be picking up the cost for that
 - This topic will be re-addressed at the February 12th meeting; once approved the steps will take approx. 30 days to arrive.
- D. [Thrivent Action Teams](#)
 - A possible way to use funds (\$250 gift card) that are available to Thrivent members in our community who are willing to use their Thrivent Action Team (benefit members eligible for 2 Action Teams per year)
 - Ideas for using these funds: Winter Celebration crafts, painted stones landscaping project
 - Betsy Z. and Jessica T. will allocate their Thrivent Action team asap
 - Betsy will work with contacts at Thrivent to identify community members who may be a good fit for using this resource (since you must be a Thrivent member to use Action Teams)
- E. Additional Fundraisers (not discussed)

- AmazonSmile
- ThriventChoice Dollars

Review of PTO Activities

F. Cheese Sale

- Collecting money
 - Board Policy: teachers are not to keep money in their classrooms
 - Online ordering has fees associated with it (approx. 2% per order) so we will need to re-evaluate that as an option
 - All order information is in a spreadsheet this year in order to verify the money that we should be collecting per order
 - Possible options:
 - Parent volunteers
 - Students (not comfortable with kids picking up money)
 - Teachers
 - **DECISION:** Teachers will bring cheese money down to the office each day where Cindy/Julie will log the
 - Better communication will be needed to the teachers next year outlining clear instructions on what teachers are being asked to do.
- Still want to check into how we might streamline the ordering/money collection process for future years; may want to budget for online ordering (estimate and budget for the total number of online users)

G. Supply Closet

- We may want to consider doing a donation drive for winter items
 - Not much was taken out last year
 - More boys' items are back there currently
 - This year we may want to make a shout out for particular sizes/items so people know what to donate

H. Popcorn Day

- Flyer will be removed from the Tuesday folder (only needed 1x/year for initial donations)

I. Walking Paths

- Overall the event went well, however, rainy weather may have caused the decline in participation this year
- Documentation has been created for future committee chair position
- New punch cards worked well (increased to 48 punches per card)
- Did not end up testing the technology mentioned at last PTO meeting
- Feedback for future:
 - Teachers to remind kids about Walking Paths before they leave the classroom; some teachers put a bin outside their door for kids to grab as they go
 - Bring back the heavy promotion through gym class (Mrs. G was a HUGE advocate)
 - Create a competition among the grades (earn an extra recess)
 - Possibly put a competitive "tracker" on the wall of the gym
 - Leader board updates over the morning announcements each day
- Thank you Jess for chairing this committee...great job and thank you for serving the PTO!

J. Book Fair

- Approximately \$7000 in orders

- Earned approximately \$4300 in scholastic dollars; options for using those scholastic dollars:
 - Teacher's Store is not that teacher-friendly and items are expensive, so teachers have a hard time spending the money
 - Turn it into cash
 - Milwaukee Warehouse Sale (buy a clearance box to fill Mr. Neubert's closet?)
- **DECISION:** turn scholastic dollars into cash on alternating years

Upcoming PTO Activities

K. Grandparents Day (Friday, November 9)

- Volunteers:
 - Door Greeters at Door 1, 2, 8 (need master list)
 - SWAT Team Members to help monitor the hallways
 - Officer Tesch – help setting up the multi-purpose room (kids should not be eating in MP room)
- Staff Communication – teachers like to know the RSVP list
- Did not hear from if the library if they are setting up anything
- Snacks – nice touch, but not enough time (Rice Krispie, but no juice box)

L. Snack Sale (Thursday, November 15)

- Easy volunteer activity for parents, still looking a one/two volunteers

M. Winter Celebration (Saturday, December 8)

- Free event for families (food, Santa, photo booth)

N. Reach for the Stars (Usborne Books)

- Not discussed

O. Snowflake Social (Friday, February 1)

- DJ is set up
- Will continue to donate food items to St. Joe's Food Pantry (remember the barrels)
- Baskets/Donations (7-8 Adult Baskets + 7-8 Kid Baskets) from families and community businesses are currently being collected
- Looking for volunteers; Monica volunteered to help

Next Meeting

February 12, 2019 @ 3:30pm

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