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# Lottie PTO Meeting Minutes

## January 19, 2023

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### Call to order

A meeting of Lottie PTO was held in Lottie Schmidt Elementary's library on January 19, 2023 from 7:00- 8:36 p.m.

**Agenda. A copy of the agenda was shared before the meeting was started.**

- Call to order
  - Introduction of participants:
    - Mrs. Yolanda White, Principal
    - Ms. Sacker, Literacy Specialist
    - Mrs. Walquist, Kindergarten Teacher
    - Brad Utrup, President
    - Mandy Estes, Vice President
    - Beverly Stankiewicz, Treasurer
    - Lisa Macomber, Secretary
    - Amy Vistisen
    - Patty McWain
    - Marjorie Benac
    - Audrey Utrup
    - Toni Kaurich
    - Kristi Weber
    - Emily Seal
    - Matthew Macomber
    - Jaclyn Prevost-Bethel
    - Jamie Freeman
    - Anne Trzos
- Approval of previous month's meeting minutes (Lisa). Motion to approve minutes passed.
- Treasurer's Report (Beverley). Our current balance is \$11, 542.74. Began the month at \$3,393.13 in our bank account. We collected \$2 in PTO membership dues, \$7 in donations from parents. The \$500 check donation for t-shirts was processed. Seaburgers generated \$150. Santa Event brought in \$59. Santa Shop brought in \$5,147.44 (not all profit, see report below). Cloverleaf brought in \$130.99. Little Ceasars Pizza Kit fundraiser brought in \$2,844. For expenses, we Trunk-or-Treat \$15, Santa Event \$108.42, \$24.98 for meeting. Total expenses: \$1,370. Our current bank account has \$10,630.26 with \$1,204.49 in a Home Depot Gift Card.
- Principal's Report (Mrs. White): Teachers had PD the other day with ALICE training and curriculum-based education with pathfinders for the district. They met today for March is Reading Month. In the newsletter, there was a notice about the Principal Chat; the first will be held during the day with the intention of having later ones in the future. Mrs. White would like feedback about how things are going. Literacy Night is being planned. There will be a lot of information about new clubs in the next few weeks; this is a district-wide push to offer more clubs so students have a sense of belonging. There will be a LEGO club, Cornhole, a crocheting and sewing club, etc. This will continue to grow in future years. At-risk tutor is starting a few groups; one group is "Mindfulness Matters" to discuss executive functioning and decision making. Another focuses on organizational skills. This is all tied into the Positivity Project, which is going well. This Project offers Tier 2 and Tier 3 interventions for students who need the support. Mrs.

White said the 5<sup>th</sup> grade play turned out awesome; look for the 3<sup>rd</sup> grade play, “School Daze” in April. There is a Penny Wars coming up soon to adopt an axolotl for the Green School designation.

- Teacher’s Report: Mrs. Walquist and Ms. Sacker thanked the PTO for the breakfast snacks for teachers before break. Jaclyn thanked the teachers for giving parents opportunities to get involved in the classroom again.
- Old Business:
  - Movie Night: there was supposed to be a movie night tomorrow, but popcorn is an issue; the machine is not in good shape and needs a deep cleaning. The kitchen staff has offered to help as well. Movie Night scheduled for February 24<sup>th</sup>, pending the machine works. If anyone has suggestions for a “G-rated” movie, please send it to the Board. The plan would be to start at 6:30 p.m. and just offer popcorn and juice/water.
  - Read-A-Thon: this was talked about but not planned. The Board talked this week. Since we are in a good financial situation, we did not want to move forward with a fundraiser. We are happy to aid with whatever the school is planning for March is Reading month, though. All were in favor of not moving forward with a fundraiser.
- Committee Reports:
  - Restaurant Nights: Beverly shared that Seaburgers brought in \$150 and Cloverleaf brought in \$130.99. Our goal this year was to raise \$1,000 through these fundraisers. The Restaurant Night committee planned the following nights: January 30<sup>th</sup> at Texas Roadhouse, February may be Trini’s (TBD), March will be a Buffalo Wild Wings for March Madness.

For next year, we have Texas Roadhouse scheduled for November 6, 2023 because we also get a percentage of gift card sales before the holidays.

**Note:** for Texas Roadhouse, you do have to present the flyer (virtual is ok) and we cannot be at the location passing out flyers. Beverly will reach out to Mrs. Coleman to have these flyers sent out the Friday before the event. Patty will print these out and have them cut since they are on half sheets.

- Santa Shop: Mandy shared that Santa Shop went really well. It raised around \$2,600 after expenses. The \$2/item went well. Mandy took notes for suggestions for next year which includes shopping earlier. Mandy thanked Toni for donating items as well as a bus driver, Ms. Angie, for her donations. The white bags were a huge hit. The volunteers were fantastic and vital in making the event a success. The students were really excited to shop and many brought a lot of money. Mrs. Walquist suggested informing parents how long each teacher has to shop so they are aware of the time constraints. Discussions were had about setting caps on dollar amounts or how many items can be spent on each family members. Suggestions about shopping before Father’s Day and Mother’s Day would also be good, since these items were very popular. Dollar General has good sales throughout the year as well that we could capitalize on. Purchasing some of the kids items like the fidget toys/pop-its from online sources like Oriental Trading is

a suggestion as well. CDS Wholesale was recommended. Mrs. Walquist appreciated that the PTO had activities for students who did not bring money to do so they had something to wrap and gift as well. Mandy said she will chair this committee again next year.

- Santa Event: We had a budget of \$200 and our total cost ended up at \$49.42! Overall, the event cost \$108.42 + cost of items donated by parents. We collected \$59 in cash donations the day of the event to reduce that to our final number. We wanted to give a big thank you to everyone who organized the event and worked it, especially the event's MVPs: photographer Marjorie Benac and Mr. Weber, aka Santa. Lisa said she will chair this committee again next year.
- Little Caesars: we finished taking orders last week. \$1,950 profit (higher than previous years). We do not have a delivery date yet, but should tomorrow or Monday. We are scheduled for an afternoon the week of the 30<sup>th</sup>. We will use the music room again. Volunteers are needed to sort orders. The same process from last year will be used again for pick up procedure.
- Teacher Appreciation: Beverly shared that General Motors "Dollars for Do-ers" program donated \$500 to the PTO; Beverly requested a vote to use these funds for Teacher Appreciation week. The motion passed with all in favor.
  - If anyone works at GM and does volunteer work, please see Beverly for information on how you can register for the PTO to get donations.
  - Verizon has a similar program if anyone works there.
- 5<sup>th</sup> Grade Celebration: The committee started meeting this month and are in the early planning stages. We are still looking for volunteers to help plan it, so if you're interested, see Lisa.
  - Lisa will type up a letter for only 5<sup>th</sup> grade parents notifying them of the committee and the event for Mrs. Coleman to distribute.
- New Business:
  - Spring Events: 5<sup>th</sup> grade graduation in June, VIP Parent/Grandparent event in May, Teacher/Staff in May.
    - Brad was approached by a man who organizes 5K and Fun Run events for schools; May 20<sup>th</sup> is the only option of a date for this year, but we can plan this for next fall. A color run would be a great option for the big fundraiser for next year. Brad will reach out and try to schedule a September date.
  - Girl Scout Troop 77659 Donation: Jaclyn shared that her troop is working towards a "Take Action" badge and the girls decided they wanted to raise money by collecting cans to raise money for replenishing the recess cart materials. Mrs. White suggested purchasing games the students can play with the senior citizens from the local church.
  - Sky Zone: Beverly shared that last year, we had a roller-skating event that was successful. She went to Sky Zone to get information about doing an event. The only restriction is it must be during the week. She suggested February 16<sup>th</sup>, the Thursday before mid-winter break, for the event from 4:00-8:00 p.m. This date

was not ideal; the group recommended staying away from breaks. It is minimum work from the PTO- just advertising. If we get at least 30 jumpers who jump for \$21.99 (90 minutes), we get 25% of sales, if we get 75 jumpers, we get 30%, etc. They will also donate a family 4-pack to raffle off.

- Open Forum:
  - Mrs. White suggested Cutting Edge gymnastics for an off-campus event as well. The bonus is that we get 50% of sales and can schedule a Saturday.
  - Patty shared that on March 18<sup>th</sup>, there is a district-wide Wellness Event from 10:00-noon. There will be yoga, exercise classes, massage chairs, etc.
  - Matt shared that Staples Connect has a program for rewards/donations; he wanted to make sure the school was receiving those donations. Mrs. White said she would look into this.
  - Marjorie suggested GFS sells already made popcorn bags in case the popcorn machine cannot be repaired.
  - Brad is looking at securing a BJs account (schools can get a \$55 membership) that can be linked to our tax-exempt number.
  - A suggestion was made to organize a parent-only event for both social and fundraising purposes. The difficulty here is if alcohol is served
  
- Next Meeting: 02/23/2023

## Adjournment

8:36 p.m.

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Notes taken by Lisa Macomber, Secretary

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Date of approval: