



PSO August 6, 2024 Meeting Minutes
Meeting at Rockwood Valley – 10 am

In attendance:

Jenifer Robertson, Jenny Arbuszewski, Jennifer Adams, Laycie Norris Wagner, Devon Bussen, April Ladner, Dr. Higgins, Annie Miller

Absent: Tara Sintek, Jillian Weems, Stephanie Stempf, Jessica Brown

Introductions:

Minutes

May draft meeting minutes reviews – motion was made to approve May meeting minutes – Jen R, Devon seconded. Motion passed.

Administrative Staff Report – NA

President's Report – Jenifer Robertson

Move 10/1 meeting to 10/8 per Jen Robertson out of town.

Counselor's Report – NA

Treasurer's Report – Laycie Norris-Wagner

May financials attached to agenda – finished the year great. Officially closed the original bank account and everything is now at 1st Community Bank. 1st Community has a coin machine to use. Starting the year with \$7,676.84 in our checking account (operations account). \$10k in savings account – carryover included in this account. Will show total of savings account on the monthly accounting reports going forward. Savings account is the school improvement fund.

April makes motion to approve 24/25 proposed budget, Jen A seconds. 24/25 budget approved.

Will make 24/25 budget available to parent community for vote/approval. Jen R to set up voting on Google drive – Laycie to write blurb for newsletter.

Teacher grant request from Angie Ortinou

Laycie motion to approve staff grant for additional WEB training for \$625. April seconded. Motion approved. Jen R to email teachers with grant approval and next steps.

Vice President's Reports:

Communications – Jen Adams/Jess Brown – First newsletter Monday August 12th. Send info by Friday 9th by noon. Weekly – send info by Friday at noon. Let Jen know if the info should stay in or get pulled for the next week. Send wording and details with graphics if have. Jen R to continue with website updates.

Fundraising – Devon Bussen – FACs kits and chromebook covers will be sold at orientation but only online. No physical products. FACs kits will be delivered to classroom. Chromebook covers will be \$20 each – PSO gets \$5. Devon to create sales form for chromebook covers in MTK.

Dine to Donate – only do Sept, Nov, Feb, April – maybe March 4th El Maguey

School store opening day – Sept 4th. Volunteer forms will be set up by Devon and open for orientation.



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Need to raise prices on products. Change punch cards to 50 cent increments instead of 25 cents. Increase minimum to \$10 – switch it in the form. Possibly use school store punch cards for student incentives??

School supply boxes - \$1711.88 made. 198 boxes. 145 coming to school, other 53 ship to home. Delivery date TBD.

School Community – April Ladner – New Family Welcome – need to set date. Potentially 9/19 or 9/18.

Angela Brake can help but not lead Student Celebrations. Looking for a chair for KORT/Merlin/Excalibur. Looking for a chair for Student of the month.

Staff conference dinner, back to school lunch and end of year – roll into Staff Meals – chaired by Annie Miller and Kristin Cooke.

Staff back to school lunch on Tuesday 8/13 11:30am lunch ready. Pasta House catering. 75ish people. Set up in the commons.

Staff Valentine gift card raffle – chair will be Sara Carpenter

Staff monthly celebrations and recognitions – change to Staff Celebrations – need chair. Staff individual recognition – chair will be Stacey Lebo.

Conference dinner in Spring is Feb 11 and Feb 13 – conflicts with Valentine card giveaway. Request gift cards in Jan – and then conference dinner requests the first week of Feb.

Staff celebrations – Oct, Nov, March, April

Staff birthday treats – who got these? Just Teachers? Can we skip this for this year? Change to recognition in the newsletter for all month birthdays.

School Events - Stephanie Stempf/Annie Miller– Open house Annie can be here in the afternoon.

Service Projects – Jenny Arbuszewski – NA

Principal's Report – Dr. Higgins – First official meeting! Orientation set up map given. Higgins to give updated calendar electronically. Talked about the food policies for rewards and school store. Need dates for student of the month and fun food Friday. Food policy is more of a percentage.

New Business

- None

Questions?

- None

Meeting adjourned.

Calendar for PSO Meetings

Next meeting Tuesday September 3rd 9:30am