



PSO November 12, 2024 Meeting Minutes  
Meeting at Rockwood Valley – 9:30 am

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**In attendance:** Jenifer Robertson, Jenny Arbuszewski, April Ladner, Dr. Higgins, Tara Sintek, Jessica Brown, Annie Miller, Jennifer Adams, Devon Bussen, Stacey Scott

**Absent:** Jillian Weems, Laycie Norris Wagner, Stephanie Stempf

**Introductions:**

**Minutes**

October draft meeting minutes reviewed – motion was made to approve October meeting minutes – Devon moved, Jennifer and Jen seconded. Motion passed.

**President’s Report – Jenifer Robertson** President’s Forum meeting is tomorrow, Nov 13<sup>th</sup>, at the Early Childhood Center with a tour of The Giving Place. Will report back next meeting.

**Principal’s Report—Dr. Higgins** Thank you for Glow Bash, it was as success and a lot of fun, kids engaged, traffic worked well and timely manner, 350 kids; candy for ticket winners still needed; subscriptions are still being used—still looking at how many licenses we need; Merlin awards for 7<sup>th</sup> & 8<sup>th</sup> grade—possibly doing ice cream for them beginning of February which will be different from KORT which will be in March—increase their GPA .25% and will celebrate during lunch, maybe around 100-150 students

**Treasurer’s Report – Laycie Norris-Wagner/Jillian Weems (Report given by President)** Started to put into MTK, September: Adopt a Family came through, Teacher appreciation and school store and glow bash tickets and castle campaign, donation matches are being worked on; Budget looks good but trying to make sure everything is input into MTK; goal is to use MTK solely in the future; Request: staff gift is a fleece coat with the RVMS logo--\$2800 is cost so looking where PSO could help—in favor of finding funding to help

**Vice President’s Reports:**

**Communications – Jen Adams/Jess Brown**

- Buzz Book
- Membership Toolkit
- Newsletter: Turkey Smash newsletter this week; Jess will post to social media
- Social Media: 411 followers on Instagram; Student Council made spirit week graphic and Mrs. Marshall offered to have the students help with graphics, t-shirt designs, etc.
- Website up to date; we have access to Parent Square but need to determine how we use it; may be able to reach more parents with newsletters so going to see if Jen can get access

**Fundraising – Devon Bussen**

- Dine to Donate 1<sup>st</sup> week or 2 in December
- School Store—couple times when store couldn’t open due to volunteers
  - Inventory
  - Fun Food Friday: went well and tracked how many punch cards were sold (\$400); special item was Krispy Kreme, trying to find more fun items going forward
  - FACS: kits are all made ahead of time; kits are bought at beginning of the year but may not be needed until the end of year so issue with where we store them, faculty no longer wants to use the link in her



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communication; perhaps only advertise kits at semester for kids who are in the class and sending class code—going to pilot for next semester

- School Supply Kits: check received

### **School Events – Stephanie Stempf/Annie Miller–**

- Glow Bash, 10/25/24: Huge success, minor hiccups at check-in due to buying t-shirt and not a ticket but can easily change for next year; lounge was wilder than in past and want to make it more of a quiet place—could be because of number of kids; parking went well—add quiet area for kids who are overwhelmed—could use the health room for this purpose
- Trivia Knight: 3/7/25 start conversations after Thanksgiving
- 6<sup>th</sup> Grade Fun & Field
- 8<sup>th</sup> Grade farewell events

### **Service Projects – Jenny Arbuszewski –**

- Adopt-a-Family: Stacey reported up and running; 5/6 families we are helping; wish list is up and people are signing up; social worker going to put out a form for staff members who may need help—still planning on how this will work and best way to move forward; wrap party scheduled Dec 10—generous with gift cards this year for families that need it, October balance is \$1900
- Building Beautification:
- Bylaws/Standing Rules: Sent out a couple weeks ago for review, will edit and then send to us for email vote
- Coin Drive: Starts Monday November 18, every morning will be in the commons to drop off money and at the end of the morning and tally the amounts the 25<sup>th</sup> is the last day to donate anything after that day will be added to total but not toward grade totals, midweek Smash newsletter; online form to donate starts Monday as well
- Nominations & Elections
- Teacher/Staff Grants: Met in October, able to fund many projects, classroom incentives, subscriptions, electric violin, fidgets & sensory items; rolling white boards, convection ovens, UV reactive tape, 7<sup>th</sup> grade year end event, flexible seating for library, winter Olympics for 8<sup>th</sup> grade, craft supplies, snacks. Total \$5493 spent for these grants which doesn't include the \$60 (orchestra teacher violin) but funded for some spring events so we could take advantage of sales, approximately \$2800 for remainder of the year
- Volunteer Coordinator
- Volunteer Handbook

### **School Community—April Ladner**

- Student of the Month:
- Student Recognition (KORT/Merlin/Excalibur/Shining Knight)
- Teacher/Staff Appreciation
  - Staff Meals (BTS, Conference, EOY)
  - Staff Celebrations Breakfast bar for this month
  - Staff Individual Recognition:
  - Staff Valentine Gift Card Raffle—February 2025
  - Staff Appreciation Week—May
- Coffee pots for events? Priced out and we need to decide when we want to offer coffee; \$70 for smaller (45-50 cups); morning events only—need \$200-250 for initial costs and may need to ask for more at semester—budget item—may not be worth the work and expense for the amount of people asking for coffee—let's try Keurig for Student of the Month next month and gauge interest before buying supplies



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**New Business**

- None

**Questions?**

- None

Meeting adjourned.

**Calendar for PSO Meetings**

Next meeting Tuesday December 3, 9:30am