

ALEXANDER ELEMENTARY PTO: BUSINESS MEETING AGENDA

August 11, 2025

6:30 pm

Zoom: <https://iowacityschools-org.zoom.us/j/97053526532>

WELCOME! REPORTS & PRESENTATIONS

Check in (5 minutes)	<i>Check in question/introduction - Favorite summer weather?</i> In Attendance: Katie Thompson - Principal Ariane Rhone - Co-President Sara Karbeling - Co-President Rachel Trinidad - Secretary Emily Voss - Past Treasurer Michelle Gladden - DPO Representative
Quick Updates: (5 minutes)	<ul style="list-style-type: none">• www.iowacityschools.org/AlexanderES (PTO->Meeting Minutes)• Treasurer's Report - From Emily: current balance: \$4,453.89. Outstanding for yearbooks: \$1,047.50 Remaining balance: \$3,406.34• DPO Report: (Michelle Gladden) n/a? Ariane received an email that the meeting that had been scheduled for the 13th was cancelled. Michelle has not been receiving the emails recently and will be added to the list.
Introduction of PTO Leadership Team/Board:	These are the full and current 2025-2026 PTO Board Members: <ul style="list-style-type: none">• Co-Presidents - Ariane Rhone & Sara Karbeling• Vice President - Melissa Morgan• Secretary - Rachel Trinidad• Treasurer - <i>vacant</i><ul style="list-style-type: none">○ Treasurer role being managed by past-treasurer Emily Voss & and co-president Sara Karbeling until filled <p>Emily is helping transition the treasurer position with Sara. Past members are still listed on the account and need to be removed. We will be looking to fill the role at the September 8 community meeting.</p>
Principal's Report (5 minutes)	<ul style="list-style-type: none">• Katie Thompson, Principal <p>Katie is back from maternity leave! Teachers will be back on the 19th. The playdate had great turnout at Alexander Elementary yesterday.</p>

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LAST MONTH'S EVENTS

<p>Summer Playdates (<i><5 minutes</i>)</p>	<ul style="list-style-type: none"> ● Quick recap ● Notes for next year <p>These are the big things of the summer. Plan to keep having the sign/white board saying Alexander Elementary PTO playdate. It helped people know where to check in. Next summer, plan to have wipes/paper towels since the popsicles get melty and sticky. Continue to bring water. Will continue bringing gallons of water and cups since it makes less waste than water bottles. The playdates are good opportunities to meet families outside of school in a more relaxed setting. The timing and location of the last playdate was great. Being two weeks before school was a good time to get students and teachers back at the school playground before school starts up.</p>	
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DISCUSSION ITEMS

<div style="display: flex; justify-content: space-around;"> Action Items Volunteer Items </div>		
Topic	Things to consider/Questions	Next Steps
<p>2025-2026 PTO Event Calendar (<i>10 minutes</i>)</p>	<p>2025-2026 PTO Calendar This year, continue rotating community and leadership meetings every other month. On the below list of events:</p> <ul style="list-style-type: none"> ● Green is for community events ● Orange is for opportunities for people to sign up or donate <p>Planning to make the PTO Google calendar available for the community to have access to see what events are coming up. DPO events will be added to the calendar. Ariane will verify DPO meetings are on the second week of the month on Wednesdays. If Michelle is not able to go, Ariane will plan to go. If changes need to be made to the calendars, Sara will</p>	

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	<p>email Ariane and Katie to update the PTO Google Calendar and website.</p> <ul style="list-style-type: none"> ● 8/11 - PTO meeting - Zoom (https://iowacityschools-org.zoom.us/j/97053526532) ● 8/21 - Meet the Teachers Night [Leadership Team] ● 8/25 - Coffee & Community [Rachel] ● 9/8 - Community Meeting [Leadership Team] ● 9/30 - 10/9 - Readathon [Sara & Rachel] ● 10/14 - PTO meeting - Zoom (https://iowacityschools-org.zoom.us/j/97053526532) ● 11/10 - Community Meeting [Leadership Team] ● 11/14 - Fall Festival [Melissa] ● 11/19 - Conferences - PTO Meal - <i>Sign-up genius</i> <ul style="list-style-type: none"> ○ Book fair? ● 12/8 - PTO meeting - Zoom (https://iowacityschools-org.zoom.us/j/97053526532) ● 1/12 - Community Meeting [Leadership Team] ● 1/23 - Community Movie Night [Ariane & Sara] ● 2/9 - PTO meeting - Zoom (https://iowacityschools-org.zoom.us/j/97053526532) ● 2/12 - PJ Storytime [Ariane & Katie] ● 3/4 - Conferences - PTO Meal - <i>Sign-up genius</i> ● 3/9 - Community Meeting [Leadership Team] ● ISASP week - [Sara] <i>Sign-up genius for classroom snacks</i> ● 4/13 - PTO meeting - Zoom (https://iowacityschools-org.zoom.us/j/97053526532) ● 4/23 - Arts Night [Sara] ● 5/4-5/8 - Teacher appreciation week - [Leadership Team] & <i>Sign-up genius</i> ● 5/11 - Community Meeting [Leadership Team] ● 5/25 - End of Year Snack Sign-up <i>Sign-up genius for classroom snacks</i> ● 5/? - Bike Rodeo [Ariane] & <i>Sign-up genius</i> 	
<p>2025-2026 PTO Community Meeting Logistics (10 minutes)</p>	<p>Community meetings will have the same structure as last year. Sara is going to arrange the child care. For the first meeting in September, Emily will order the pizza. Pizza order is usually done by the treasurer. Katie will arrange for translators and will work with Oscar on this. Ideas for teacher speakers. In the past, they have presented on math, attendance, standardized testing,</p>	

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our school counselor, Heidi Hassen has presented, and our librarian has presented about digital citizenship. Debated doing a 2 year rotation of teacher presentations. We can look back at prior years' minutes to see who has presented. Possibly have 10 topics and rotate very two years. Have attendance as a topic for September meetings as a yearly meeting and supporting students. There's an attendance dip typically in October and February. Since students are at a new school or in a new classroom, how to support students in September may be better and save attendance for November. Attendance should be at an earlier meeting than in years past. Heidi Hassen and counseling is a topic to reach everybody. Attendance and counseling with resources intermix so they're good to bring up earlier in the year. The PTO can ask teachers for ideas to see what they would want parents to know about. Overall, will read the situation and naturally plan the topics as the year goes on. It was decided to have Heidi start the year out. Katie will reach out to her to present in September. This year's school theme is around belonging and community. October meeting will plan to start to line up teachers for January, March and May meetings. Will keep the Family Falcon Community Meeting name for community meetings. For the October PTO meeting, look back on prior years for topics. Sara and Ariane will have a standing meeting together the Wednesday before each month meeting to make the agenda.

- Arrange for Teacher Speakers/Topics:
 - September - Katie speaking to Heidi
 - November -
 - January -
 - March -
 - May -
- Arrange for Childcare: Sara
- Order Pizza, get plates, water, etc.:

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	<ul style="list-style-type: none"> Organize for Translators: 	
<p>2025-2026 Fundraising (10 minutes)</p>	<ul style="list-style-type: none"> Readathon <ul style="list-style-type: none"> Leads: Sara, Rachel, Sabena Event: September 30-October 9 Theme: Books on the Big Screen Next planning meeting - August 30 Feedback for planning team <p>Sara and Rachel met on 8/10 to start the planning. Sabena will be part of the team as well. The dates of the readathon include a couple of days off of school in the middle. The dates selected fit best on the schedule. The theme is going to be Books on the Big Screen. Sara is planning to meet with Katie solo or with the team about the school wide prizes.</p> Fall Festival <ul style="list-style-type: none"> Leads: Melissa Event: November 14 Team members - (reach out to former planners - Colbin, Sabina, David) Planning schedule? <p>The fall festival planner from prior years is gone. The date is set for Nov 14 . Melissa will be the lead for planning. Planning to reach out to Colbin, Sabena and David for ideas. Michelle did some planning 2 years ago for the silent auction. For donations, a lot of people and businesses need donation requests early. Michelle to be part of the team email.</p> <p>*For the September community meeting, we will have roles to sign up for. Plan to block off 5 mins at the end of the meeting to get people excited and signed up to come to help out.</p> 	
<p>Financial/Bylaw work (3 minute)</p>	<ul style="list-style-type: none"> Review PTO Bylaws - Ariane & Sara to schedule <p>Ariane and sara will discuss</p> <ul style="list-style-type: none"> Contact Secretary of State (update officers) - do we need to do this? Tax postcard? 	

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	<ul style="list-style-type: none">• Update Website	
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UPCOMING EVENTS

(20 minutes)

Meet the Teacher Night (8/21 – 5:30-6:30 pm)	<ul style="list-style-type: none">• PTO poster/handouts: Sara• Shade tent: Melissa• Ice Cream/Popsicles: Ariane• Talking points for families <p>Sara will reach out to other parents that speak other languages to help spread the word to other parents. There are about 450 students so will plan to buy 500 popsicles.</p>	
Kindergarten/New Parent Coffee & Chat (8/25 – 7:30-8:30 am)	<ul style="list-style-type: none">• Rachel to manage <p>Two bulk coffees will be ordered from Brueggers. Plan to set up outside by drop off area. Katie advised a table will be available at the school to use.</p>	
September PTO Community Meeting (9/8 6:30)		
Readathon	September 30-October 7 <p>Katie had the idea to have teachers or students hype up the event over the announcements. PTO can type up something to be read. Melissa is on the school council this year and could help with that. Last year, Sara sent a Google slide each morning to Katie for the teachers with stats and that worked well for teachers. Some responses were received from the feedback last year.</p>	
Fall Festival	November 14	

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ADJOURN

NEXT MEETING: SEPTEMBER 8, 2025