



MIDDLE SCHOOL SOUTH PTO MINUTES

August 19, 2025

Attendance:

Executive Board: Katie Barr, Carinn Fleming, Jessie Larson, Joe Vance, Heather Wooden

School Principal/Staff: Anthony Dengler

Committee Chairs/Additional Attendees: Jessica Burzawa, Tessa Zevallos, Francesca Ogilvie, Kelly Wittich, Karyn Baugher, Jan Yglesias, Christine Salamundra, Monique Runnels

Agenda Item

- Call to Order by Co-presidents at 7:00 p.m.
- Heather Wooden was approved to be sworn in as PTO Secretary
 - First: Jan Yglesias
 - Second: Kelly Wittich
 - All in favor: yes
- May 2025 PTO meeting minutes were approved
 - First: Jessica Burzawa
 - Second: Joe Vance

MSS Staff and PTO Executives Reports

- Principal's Report (Anthony Dengler)
 - 6th grade orientation
 - Scavenger hunt and popsicles were a hit
 - Teacher breakfast
 - Breakfast was great. Sandwiches worked well.
 - Evacuation Drill was 8/19
 - 6th grade activity night is Friday
 - Curriculum Night is Monday, August 25th for 6th graders and Tuesday, August 26th for 7th and 8th graders
- PTO Co-Presidents' Report (Barr/Fleming)
 - District Updates
 - The all district PTO president's meeting is next week. District updates will be available starting next month.
 - Committees still needing volunteers
 - Need Hospitality committee members
 - Need Teacher Appreciation Week committee members
 - Could use help with No Stress Fundraiser
- PTO Secretary (Wooden)
 - New facility request responsibility per by-laws
 - Anthony Dengler stated that all current activities for the school year have already had a facility request submitted.
 - If there is a new PTO only event that wants to be scheduled, then the Secretary will need to use the Reschool system to submit the request
- PTO VP Report (Larson)
 - No Stress Fundraiser
 - There will be a flyer at curriculum night available

- Treasurer will give Jessie Paypal QR code
 - Hard launch in September through social media
- PTO Treasurer's Report (Vance)
 - Will stop into the bank and ask about the possibility of using Zelle
 - Jan Yglesia made a comment about using Zeffy as an option.
 - Joe and Jan will communicate offline about this.
 - The Halloween Bash is currently under one budget category. The two committees (Bash/Haunted Hallway) can split the budget how they wish.

Committee Reports and Presentations

Communications

- All items need to be approved and sent to communications the Wednesday before the newsletter is scheduled to go out.
- New proofing process for committees and the newsletter
 - Committees to send Canva images and any text to PTO Secretary prior to sending to communications. Communications to be copied in on the email.

Committees with Upcoming Events

- All Grade September Activity Night (Barr/Fleming)
 - Scheduled September 5
 - Similar to last year
 - Will get the hungry hungry hippo
 - Could use some volunteers to help with planning and on-site
- Bulb/Plant Sale
 - President will reach out to Lichtenstein
- 6th Grade Activity Night (Baugher/Schumacher)
 - A cornhole set was requested.
 - The School has a set that they can use.
 - Friday, 6-8 p.m.
 - Lawn games, color wars, volleyball, quiet area.
 - No entrance fee
 - Concessions for sale
 - Volunteer sign-up is full
- Red Ribbon Week (Khiani)
 - More about this will be given during the district meeting.
- Halloween (Larson/Zevallos/Burzawa)
 - For future agendas please have two separate line items: Halloween Bash and Haunted Hallway
 - Everything is going well. They have a lot of volunteers and there is a lot of items in the PTO closet they can use.

Standing Committees

- Joanie's Closet (Watkins/Bos)
 - Nothing to report yet, since they just started meeting.
- Decorations Committee (Crossman/King)
 - The committee reached out about decorating for the first day of school, but the district takes care of this.
 - Look into decorating for Halloween/Fall
- Inventory Manager (Runnels)
 - The closet is now organized.
 - Took pictures of everything we have and will have a Google Photo album going forward.

- Will work on putting together a sign-in and sign-out sheet for items.
- Spiritwear (Larson)
 - Will have a table at curriculum night
 - Did a refresh of items.
 - The store will be open until the end of the month and then will be open for 2.5 weeks in November for the holidays.
 - Items for August and November sales will be the same.
 - Using Melon Ink
 - Brought back personalization
- Grant Requests (Yglesias)
 - Meet once a year to review grant requests. Usually in March/April
- MSS Service Project (Wittich/Ogilvie)
 - The committee assists the staff member and the student council.
 - They will notify PTO once the project has been decided.
- Directory (Lichtenstein)
 - The directory is coming. The 6th grade information has been sent to be uploaded.

New Business and Additional Open Discussions

- Is there a PTO calendar for the year?
 - Yes, there is something on FB.
 - Need to add to future newsletters
- PTO annual calendar should be added to the LZ95 MSS PTO webpage.
 - Lisa at the front office can take care of this.
 - Send the calendar to Lisa at the front office to post on LZ95 MSS PTO webpage.
- Add PTO minutes to the PTO webpage of th LZ95 MSS website.
 - PTO Secretary to handle this once the minutes are approved after every meeting.

Next Meeting

- September 16

Adjournment

- The meeting was approved to be adjourned at 8 p.m.