

PTO Meeting 9/11/25

Attendees:

- Nana McKeone
- Sara Linksie
- Brianne Yeagley
- Erika Luongo
- Erin Westfall
- Christine Maugle
- Maryann Pogue
- Lindsay Koch
- Caitlin Riela
- Molly Booker
- Kim Taylor
- Fatima Elaska
- Lori Ribbans
- Laurie Rhoads
- Sabeen Habib
- Semin Hawson
- Tracey Royo
- Nadia Misbuhuddin
- Stacey Pelletier
- Andrea Huddler

Zoom:

- Adriana Aguilar
- Ashley Shields
- Elizabeth Christopher
- Cayla
- Claudia
- Ellie Reynolds
- Fatim Coulibaly
- Dierra Howells
- Kayla Moore
- Keely Portz
- Kelli Thompson
- Lauren Doliner
- Maggie Millner
- Mansoureh Mamarabadi
- Mary Gergis
- Megan Bell
- Megan Rowe
- Megan Schramm
- Natalie Stoops
- Nicole Speacht
- Nidhi Shah
- Omaina Ali
- Sara Love
- Sean Guay
- Timothy Valane

Approval of May meeting minutes from Zoom recording

- Motion supported: Brianne Yeagley
- 2nd: Sara Linskie

Principal Reports

- School year has started very smoothly, even in comparison to prior years – students are adjusting back very well
- BAT Meetings will be held 3x per year and will be direct coordination from Mrs. Funck through SeeSaw. Representatives will be contacted to see if they are still interested in holding the position

Teacher Representative – Deborah Wood

- Main point of contact to connect PTO and teaching staff for feedback, suggestions, help, etc.

Officer Reports

- President: always looking for a shadow for upcoming years
- VP: no updates
- Secretary: feel free to reach out on anything Konstella-related
- Distributing Treasurer: stepping down after this year; would love a shadow; tax-exempt status will be due this year
- Depositing Treasurer: new to the District!

Treasurer Report

- Having a paper trail is imperative and we ask for safe and timely transactions
- President or one of the Treasurers will be onsite daily to collect counted deposit to take to bank
- For any cash withdrawals, President and Distributing Treasurer need to be present so at least 1 week is required for requests
 - Have a broken out list of bills and coins to be able to have bank teller verify if there is any discrepancy
 - For Book Fair/Snowball, timing needs to be arranged before the beginning of the day so that there is a consistent plan for counting/depositing each day
 - Encourage parents to schedule their student(s) for parent pickup if they sign up for the last shift of the day
- Last year's fundraiser has set us up for 3 years of funds based on historical spending. We can average \$24,500 per year
 - Can we have a high yield savings account to earn interest APR for our savings as we use funds year over year?
- Looking forward to being able to distribute grants again this school year
- Amazon Smiles and Box Tops are great ways to earn passive income – will send out info on Konstella and Facebook

4th Grade Parties is the only committee that needs Chairs – Lindsay Koch & Sara Linskie offered. Mrs. Katerman is the teacher liaison and is very specific

Committee Reports

Communications

- Need to ensure Konstella members don't get missed as they might not do the membership drive assuming they can sign up in the app.

- Konstella code was only sent from Admin, not PTO – we may want to send out separately.
- What are we using Konstella for? Communication Committee structured it for calendar and directory purposes. May want to consider utilizing it more effectively as we have the push notification option.

Room Parents

- Admin will guide us on how many volunteers we can have per event.
- Committee chairs need to be judicious in ensuring the same people aren't always the volunteers for parties, etc

Hospitality

- Looking for donations for gift cards and will ask for baked goods. Jan 9th for winter meal and May 8th for teacher appreciation

Assemblies

- Make sure to sign up as we have amazing assemblies!

Snowball Express

- 8-12th with family night on the 9th. We can accept credit cards this year!

Book Fair

- Help decorating would be beneficial; usually no issue with sign ups filling up