

Independence Elementary PTO

Meeting Minutes | Tuesday, Nov. 4, 2025

Attendance: Allison Lilleberg, Anna Wischer (Board Treasurer), Caitlin Mataic, Courtney Lepisto, Courtney Rinkenberger (Board President), Emily Gerde (Board Vice President), Jessica Offerman (Board Secretary), Kaye Fischer (Principal), Kristi Blanc (Board Member), Lacey Williams, Lexi Olerud

1. Call to order

- a. Board President Courtney Rinkenberger called the meeting to order at 6:05 PM.
- b. The meeting minutes from the most recent meeting held October 21, 2025 were reviewed.
 - i. Anna Wischer moved to approve the minutes, Emily Gerde seconded.

MOTION PASSED

2. Welcome and Introductions

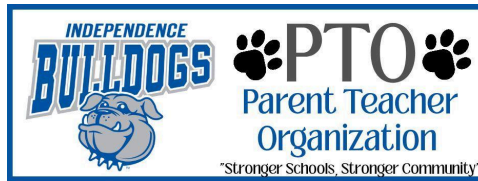
- a. All attendees introduced themselves.

3. Guest Speakers:

- a. The fifth grade team provided an overview and examples of their reading goal worksheets and binders, student poster projects, and the “you time” activity students did as part of district standards.

4. Board Reports

- a. Principal Kaye Fischer
 - i. Reviewed upcoming school events, including picture retake day, no-school days, and World Kindness Day.
 - ii. Highlighted the second school assembly held on Oct. 31.
 - iii. Shared information on buddy rooms and optional morning clubs that were recently launched, which both help build a sense of community within the school with learners from different grades interacting with each other.
- b. President-Courtney Rinkenberger
 - i. Past Events
 1. The Halloween Family Dance was well-attended and nearly all concessions were sold out.
 - a. *To-do: Use a portion of funds raised from concessions will be used to purchase gratitude gifts for the school custodians, as a thank you for their assistance at recent PTO events, utilizing the staff favorites’ survey to identify gifts.*
 - ii. Upcoming Events
 1. Turkey Bingo will be held in November. Logistics are nearly complete, with Jodi Tollefson donating turkeys, a school family donating restaurant gift cards, and PTO purchasing pies to serve



as prizes and for attendees to sample. Volunteer roles to sell concessions/dobbers and assist with table set-up in the gym have mostly been filled with high school honor society students. The group discussed logistics for the canned food drive in partnership with the school student council, determining that the entire grade who collects the most items will earn slushies from Sonic. Turkey bingo attendance will be free, with bringing a canned good or financial donation encouraged for attendees.

- a. *To-dos: Purchase needed supplies such as table cloths, concession items, and pumpkin pies to give out as samples for attendees and create needed signage/graphics.*

2. Staff appreciation

- a. The PTO is planning to set up a “dirty soda” bar the week before Christmas as part of staff appreciation efforts.
 - i. *To-do: Purchase supplies and create signage*
- b. The staff favorites’ survey will be shared with new staff members to compile a full list of staff favorite items.
 - i. *To-do: Share staff favorites’ survey with new staff members*

3. Dine to Donate

- a. The group decided to promote the upcoming dine to donate fundraiser scheduled at The Tavern Grill for an Independence staff member’s family as the November dine to donate option, in lieu of arranging a separate PTO fundraiser dine to donate for November.
- b. A December dine to donate event is being explored by PTO board member William Wischer.

c. Vice President-Emily Gerde

- i. Nothing to report this month.

d. Treasurer-Anna Wischer

- i. The budget was reviewed.

- 1. Courtney Rinkenberger moved to approve the budget, Jessica Offerman. seconded. **MOTION PASSED**

e. Secretary-Jessica Offerman

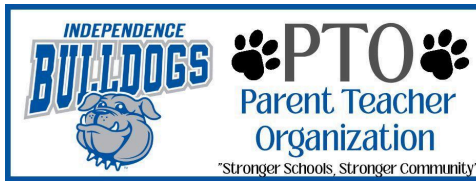
- i. Nothing to report this month.

f. Director William Wischer

- i. Nothing to report this month.

g. Director Kristi Blanc

- i. Nothing to report this month.



5. New Business

- a. Funds requests
 - i. The fifth grade team reviewed the upcoming fifth grade ski trip's details and pricing, with the trip planned for January at Detroit Mountain.
 - 1. Detroit Mountain has a "ski angel" program that will cover the participation cost for the number of fifth graders who qualify for free and reduced lunch.
 - 2. Funds for the trip, including lunch, ski rentals, and bus transportation, were included in the PTO annual budget.
 - ii. A request from a teacher to fund yogurt to be used in a "market day" educational event for students was approved.

6. Old Business

- a. No old business was brought forward to discuss.

7. Popcorn Party and Bulldog Beanie Drawing

- a. Random drawings were held with those present:
 - i. Popcorn parties won by attendees for students in Ms. O'Neil and Ms. Lepisto's classes.
 - ii. Bulldog beanie hat was won by attendee Lacey Williams.

8. Adjourn

- a. The next PTO meeting is scheduled Tuesday, Dec. 9 at 6:00 PM.
- b. Emily Gerde motioned to adjourn the meeting, Kristi Blanc seconded. **MOTION PASSED.**

Meeting adjourned at 6:55 PM.

Minutes submitted by Jessica Offerman, Board Secretary.