



Wheatland Elementary Parent Teacher Organization, Inc. PTO General Meeting Minutes November 12, 2025

Allison Roth, PTO President, called the meeting to order at 7:00 pm. at the Wheatland Elementary School library. Present were Elton Armbrister, Julie Archer, Samantha Jacob, Kaley Herman, Jordan Boone, Kelli Emrick, Jamie Binns, Megan Pierpoint, Austin Morgan, Haydee Miller, and Kelsi Troilo.

Welcome: Allison Roth

Allison Roth welcomed the group and introductions were made. Jordan Boone asked for a motion to approve minutes from the September 23, 2025 meeting. Motion was made and seconded. The motion was approved without objection.

Treasurer's Report: Kaley Herman

- Kaley stated the PTO made \$37,000 from Warrior Dash and we are still waiting on \$1,000 from company matches. Once we receive these additional funds, we will be at our goal of raising \$38,000.
- Kaley recommended we approve the first two tiers funding for the teacher allocation's requests.

Principal's Report: Elton Armbrister

- The Veteran's Day Assembly went well. STUCO students put things together for the assembly and everything went smoothly.
- Please encourage your children to handwash with the upcoming cold and flu season.
- Warrior Dash was successful and thank you for everything the PTO and parents did to put this event together.
- The Wheatland teachers had a CKLA visit recently where teachers were observed teaching the curriculum.

Coordinator Reports:

- **Teacher Meals and Room Parents**
 - The Fall parties went well. Thank you to the room parents for putting these on.
 - Meals were provided to teachers and staff for parent teacher conferences.

- **Staff Celebrations**
 - No new updates

- **Spirit Wear**
 - The Spirit Wear store will stay open as is.
 - The Glow Shirt sale went very well.

- **Restaurant Nights**
 - The restaurant night at Chicken N Pickle went well.
 - The next restaurant night is at Freddy's on November 12th and there is a restaurant night scheduled at Chipotle on December 3rd.

- **GAD Parade**
 - There were a decent amount of people walking with us in the parade. It was fun to do and we will do it next year

- **Warrior Dash**
 - Prizes for Warrior Dash have been passed out.
 - The parties will all be held in the next few weeks.
 - The shirt design went over well.

- **Book Fair**
 - The Book Fair was successful!
 - The Book Fair made quite a bit of money for the library and there was also a donation made to the Lord's Diner.

- **Social Nights**
 - The first social night at Carousel went well.
 - The next social night is at Aviate on December 4th.

- **Weekly Warrior**
 - To be added to email list ptoweeklywarrior@gmail.com
 - Emailed Wednesday mornings.

- If you want something included in the Weekly Warrior email it to ptoweeklywarrior@gmail.com before 5pm the Monday before.

- **Holiday Hugs**
 - Support Staff Appreciation-There are still staff members that need to be adopted.

- **Student Directory**
 - The student directory is being updated as students enroll or move away.

- **RaiseRight Gift Cards (Scrip)**
 - Information regarding this is going out this Friday.
 - Sales for this will be from Friday, November 14th to Wednesday, December 3rd.

- **PTO Group Me**
 - Group Me invites were sent out to PTO leadership.

- **Box Tops/Dillions Dollars**
 - So far this school year, we have made \$88.90 from box tops.

End of Year Updates:

- **Door Decorating**
 - Doors will be decorated this school year for Family Fun Night in the Spring.

- **Family Fun Night**
 - FFN will be held on April 10th.

- **FFN Baskets**
 - Basket assignments will be sent out before Thanksgiving break.
 - There was some discussion about splitting them and potentially making them smaller.

- **Yearbook Editor and Yearbook Orders**
 - Links to upload pictures to albums have been created.

- **Staff Appreciation Week**
 - There was a coffee cart that went around to teachers and staff members and good feedback was received.
 - There are still staff members that need to be adopted.

Reminders:

- Sam's Club Membership- Get card from Allison before shopping
- PTO Event Instructions for Coordinators
 - **PTO Facebook Group**- Please create an event in our PTO Facebook group at least one week before the event (you can do them all now if you would like!). Make several posts to increase engagement in the days leading up to the event.
 - **Weekly Warrior Email**- Please e-mail Jordan at ptoweeklywarrior@gmail.com the information you would like her to include no later than Monday night so that I can approve the proof on Tuesday before it goes out each Wednesday.
 - **School Website/Calendar**- email Claire pruettc@usd385.org and Mr. Armbrister armbrise@usd385.org with date/time and all other pertinent information
 - **Peachjar Digital Flyers/Wheatland Facebook Page**- these must be APPROVED by sending an email to Claire and Mr. Armbrister well in advance with the following information:
 - The flyer (PDF is best) which includes the name and contact information for the coordinator in charge of the event
 - Dates you want the flyer to go out
 - Any information you feel is important to add to a Facebook post
 - There is a little bit of lag with Peachjar flyers since they have to be uploaded by the district office so please do not wait until the last minute to utilize this method of communication.
 - **Paper Flyers**- email Claire and Mr. Armbrister for approval and printing at least ONE WEEK IN ADVANCE. Please include:
 - The flyer (PDF is best) which includes the name and contact information for the coordinator in charge of the event
 - Dates you want the flyer to go out

- **Tax Exempt Forms and Reimbursement Forms**
 - Please take some with you to have on hand.

There being no further business, Kelli Emrick called for a motion to end the meeting, a motion was made and seconded. The motion was approved without objection.

Allison Roth adjourned the meeting at 7:50 p.m.

Respectfully Submitted,

/s *Julie Archer*

Julie Archer, Secretary