



## PTO Meeting Minutes

**November 17, 2025**

### Meeting Details

**Date/Time:** Monday, November 17th, 2025 at 4:15pm

**President:** Samantha Kimzey (present)

**Vice President:** Melissa Richards (not present)

**Treasurer:** Kayla Termentonzzi (present)

**Secretary:** Carrie Neyers (present)

**Staff present:** Emma-Leigh Larsen, Jenny Kostelecky, Ms. Ellis

**Parents present:** Taylor Bennett, Frances Hicks, Randi Williams, Jenny Pavlovsky

**Students present:** Carson Williams, Adley Engleheart, Keegan Kimzey

#### 1. Student Council Update

- a. STUCO offers help with MRE Holiday Party on 12/11. PTO requests the help of 8 total students, 4 at 4pm and 4 at 7:30pm.

#### 2. Treasure Report & Budget

- a. Current balance of \$36,162.06

#### 3. Teacher Grant Request

- a. Ms. Larsen requests \$520: \$120 for cookies and \$50 for hot chocolate for choir performance and \$350 for whipped cream for Thanksgiving meal.
  - i. Sam makes a motion to pay \$520 for cookies, hot chocolate and whipped cream for upcoming school events, Kayla seconds. All in favor, no objections.
- b. Ms. Ellis requests \$53.94 for 6 packs of 4 Doodleboards for Kindergarten.
  - i. Carrie makes a motion to pay \$53.94 for Doodleboards for Kindergarten, Sam seconds. All in favor, no objections.

#### 4. 2nd Quarter Assembly, 12/18 at 9:15am

- a. Randy will be Miles, dress in holiday pajamas.

#### 5. Holiday Cookie Event, 12/11 from 5:30 - 7:30 - "The MRE Cookie Express"

- a. Volunteers
  - i. One NHS student

- ii. Conductor: James Hicks will be dressed up from 5:30 - 7:00 with a break from 6-6:30.
  - iii. Jenny Pavlovsky to check with additional volunteer help at church
  - iv. Sam will create parent sign up for during event and clean up.
  - v. STUCO, 8 students total
- b. Cookie Boxes
  - i. Kits to be assembled 12/8 at 9:10 in small conference room, Sam to send out sign up for help.
  - ii. Instead of label on boxes, will have "ticket" attached
  - iii. Cookies can be stored in fridge if needed, but need to be pulled out in advance to allow frosting to soften.
  - iv. Suggestion is to make frosting grey and red, Sam to look for bell sprinkles
- c. Kayla to make night sky/nightscape on blue wall to look like the night sky. Families will write on a star with what they believe makes the holiday season shine bright.
- d. Ms Rasmussen plans to work with a group of students to create something for the window wall.
- e. Centerpiece ideas
  - i. Lanterns with snow and trees, possibly trains
  - ii. There are 16 round tables
- f. Photo backdrop will be snowy scene. Mr Hughes has Christmas tree available.
- g. Craft: picture frame with stickers to put pictures in
- h. Will provide hot chocolate and marshmallows. Sam to check stock of cups, napkins.

**6. January Conference Meal, 1/29/26**

- a. Jimmy Johns, Kayla to order
- b. Staff requested sandwiches get labeled