Overlook PTO Meeting Minutes

September 9th, 2025 @ 6:30 PM in the Overlook Elementary Library
Attendance: (A. Addis, K. Ashby, D. Ryder, L. Williams, K. Ott, T. Behrens, S. Behrens, C. Blatter, C. Blythin, B. Kuhn, A. Rossi, L. Moore, S. Drollinger, C. Smith, G. Schleiffer.)

Welcome and Introductions
May Meeting Minutes Approval (1st Kathy O., 2nd Tony B.)
September Budget and Expense Review Approval (1st Christi B., 2nd Courtnie B.)

Board Reports
President: Staff Appreciation concepts

Treasurer:
The budget report has been reorganized for this school year to make it easier to find certain line items. Most of the line items are organized by timing during the school year. Spirit sales have been our largest source of income in the first few weeks of the school year. We had sales at all three open houses this year, plus one lunch sale to date, bringing in nearly $740. We've also brought in $325 in membership dues so far, with a few more that came in after this report. That translates to about 70 members including staff, which is slightly below where we were last year, but more are expected to come in. Most of the other expenses are related to open house supplies and popsicles, as well as some beginning-of-the-year office supply costs for the new bulletin board and other miscellaneous expenses.

Vice President: Santa Shop: Last year's event had challenges with pricing and restocking. Looking into a new supplier that is more local. When do we want to hold it? 3 days vs. 4 days?

Principal Report: Open houses were a success. Can we be more intentional to bring in more kindergarten parents to the PTO to learn from us? Changing to a new system from Remind. The school's fundraising efforts have been successful, while not overwhelming families. The flowers from the flower sale are a great product and are still thriving. Chipotle Night is tomorrow. Picture Day is Thursday. Remind messages are incoming. Do we have baseball or softball on movie night?

Teacher Grants: None to report.

Teacher Liaison Report: Kathy Ott: Emails have been sent to all the teachers, no grants requested yet. Still waiting on dues from some teachers to come in.

New Business & Upcoming Events

Outdoor Movie Night: Tony Behrens
Planning is in progress. Looking for a few more volunteers. PTO is purchasing concessions this year instead of collecting donations. We've received positive feedback about that. Glow stuff sold well last year, do we want to do that again?

Lunch Spirit Sales: Courtnie Blatter
The first lunchtime spirit sale went great. We sold out of several items at the first sale. We have restocked the majority and are ready to go for the second sale. We're planning to hold items back to save for later lunch periods.

Spirit Wear: Lauren Klancer
Lauren is sending the Google form to Mr. Ryder tomorrow for him to send out in the next update. The plan is to have all sizes by the end of the month and place the order the first week of October. It takes 2 weeks for production and 1 week to sort, so hopefully we'll have shirts in the hands of kids by the end of October. We're asking families to contribute $5 per shirt to help cover the cost. They can also make a donation to cover the cost of a shirt for another student. The question was asked if adults can purchase T-shirts for themselves or other siblings. Concurrently, our spirit wear sale will start online mid October and will run through the end of October for delivery to school mid-November.

Restaurant Nights: Lauren Klancer
October: Boscos (waiting on final date from owner)
November: Applebees
December: Gioninos

Tony suggested reaching out to Sonnets about a future restaurant night, as they recently reopened.

Fall Book Fair/Special Persons Day: Amanda Rossi and Sara Behrens
Sara is working on setting up delivery for Wed. Oct. 8th, with setup on the 9th (on conference day). Volunteers are needed. Amanda will make signups. Special Persons lunch will be held in the gym. Mr. Ryder will organize times based on lunch schedules and place an order for the tables.

Conference Meals: Christi Blythin
Casually considering options at this point. Will reach out to those who have expressed interest in serving on the committee.

Skate Night: Lisa Moore
This year's skate night is Thursday, Nov. 6, 6-8 p.m. In lieu of a specific theme, kids are encouraged to wear their Halloween costume and participate in the costume contest. Cost will again be $5/person, regardless of if they are skating or not. While this event is not a fundraiser, the admission cost helps cover the rink rental and costume contest prizes**.**

Mrs. Larabee's Garden Club: Amber Addis
Mrs. Larabee would like PTO support to help with upkeep of the school gardens, including weeding and planting. Ginger and Laura offered to be part of the committee. Mr. Ryder will reach out to Mrs. Larabee for next steps.

Nurse Appreciation: Amber Addis
We plan to show appreciation for the school nurse this fall with a small gift.

<u>Committee Updates & Follow-ups</u>

Committee Chairs: Laura Williams
Most committee chairs are set for this school year. Follow-up is still needed for Staff Appreciation Week.

Room Parent Program: Tony Behrens
Mandato/Nichols participation is lopsided, so parents from both classrooms will be working together. 4th grade room parents will also be combining efforts. Kindergarten participation is a little low; will re-email about this. Fall parties will be on Halloween this year.

4th Grade Parties & Turkey Trot: Kristin Cole
Several of the fourth grade parents are working together to plan combined parties for the fourth graders again this year. It worked out really well for last year's class, and Mr. Ryder gave his approval to host the parties in the cafeteria again. Parents will also be working with Mr. Ryder to plan the second annual Turkey Trot to raise additional funds for the fourth grade end-of-year celebration. Last year's Turkey Trot was very successful and raised more than $1,200, so we're excited to continue the tradition.

Open Houses: Amber Addis
Our tables being upstairs for 1st-4th was a big hit. Kindergarten and Preschool open houses went well, too. Chalk was a huge hit! It's available for other events. The bulletin board has been updated.

"Get to Know Your Teacher" Forms: Amber Addis
The PTO has created a new form that enables teachers to submit their favorite snacks, restaurants, classroom supplies, and volunteer needs. Flyers and an accompanying letter will be sent home to families. Families can use these ideas to personalize gifts for teachers.

Adjourn: 1st Tony B. **, 2nd** Sara B.