



Meeting Minutes

Martell Elementary PTO

Monday, January 12h at 6:00

Teams

I. Call to Order / Welcome

The meeting was called to order and attendees were welcomed – 6:01pm

II. Approval of November Meeting Minutes

The November PTO meeting minutes were reviewed and approved.

Approved by: Krista Russo and Manal Geibig

III. Principal's Report – Collette Ivey, Principal

- Mrs. Motherwell is currently out; Ms. Kotwick is serving as her substitute.
 - Mrs. Brewster and Siranya are serving as building substitute teachers.
 - Approval has been received to provide additional support for a 5th-grade classroom.
 - One student support position remains open, and one new support position has been filled.
 - The NWEA Math assessment for grades 3–5 is upcoming and will take approximately 45–50 minutes.
 - Principal Ivey thanked all parents for the thoughtful holiday cards, gifts, and treats provided to staff.
 - The school has been granted an additional FTE, allowing for another school social worker.
 - Updates were shared regarding new ELA legislation.
 - **Upcoming Meetings:**
 - **March 4 at 5:00 PM:** Teacher Appreciation Week (TAW) planning meeting in the Media Center
 - **February 25 at 5:00 PM:** 5th Grade Graduation Planning Meeting for 4th and 5th grade parents in the Media Center
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IV. Teacher's Report – Nicole Wilson, Teacher Representative

- The Student Council will be participating in an initiative with the Red Cross.

- The Reading Committee has booked an author to visit the school and read to students.
 - Troy Public Library is hosting **Battle of the Books** for 4th and 5th grade students, featuring five selected books. Separate challenges are available for middle and high school students.
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V. Officer Reports

a. President's Report – Jackie Goulding & Kristy Osterlund

- Volunteers supported successful holiday classroom parties, which were well-received.
- The events provided a great kickoff to winter break.

- **b. Vice President's Report – Manal Geibig & Krista Russo**

- Classroom holiday parties were successfully completed.
- Room parents are asked to coordinate with teachers to determine preferred dates for end-of-year parties.
- Room parents should submit reimbursement requests prior to the next party.
- **January Fundraisers:**
 - **January 21:** IHOP Restaurant Night
 - **January 23:** Oberweis Fundraiser
- Fundraising updates:
 - The Fun Run remains the primary fundraising event.
 - A feedback survey will be distributed to gather parent input on events and fundraisers.
 - Popcorn fundraising was very successful, generating over \$1,000.

c. Treasurer's Report – Sam Becker

- Holiday Shop recap: Net profit of over \$600.
 - Fun Run total revenue: **\$33,650**.
 - The board is exploring the option of opening a second account to earn interest or invest in a short-term CD.
 - Reimbursements are more cost-effective when mailed directly to recipients' homes.
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VI. Committee Reports

- **Holiday Shop:** Event recap completed.

- **Restaurant Nights:** Ongoing planning and execution.
 - **Room Parents:** Coordination ongoing.
 - **Multicultural Night:**
 - Scheduled for **February 4 from 6:00–7:30 PM**
 - Ten countries will be represented.
 - A SignUpGenius will be distributed to recruit volunteers.
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VII. Unfinished (Old) Business

- A chairperson is still needed for **Bingo Night**.
 - A new date for Bingo Night must be determined.
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VIII. New Business

- Ninon and Roberto requested a review of the PTO Bylaws with the following goals:
 - Increase parent participation and volunteer engagement
 - Emphasize the importance of volunteers, including potentially forming a permanent volunteer recruitment committee
 - Prevent excessive responsibility or authority from falling on a small number of individuals
 - Address discrepancies when compared to other school PTO bylaws
 - Mrs. Seeling shared a successful approach from Costello Elementary during Meet the Teacher Night, where students were taken to the gym by volunteers while parents attended a PTO presentation in the Media Center with refreshments. This approach significantly increased parent participation.
 - Amy requested that information related to Teacher Appreciation Week be shared approximately one month in advance to allow parents to plan individual classroom gifts or activities.
 - Amy also raised questions regarding the **One Book, One School** initiative:
 - Current funding status
 - Potential PTO support options
 - Whether additional fundraising or support is needed
 - Mrs. Wilson shared that Student Council is fundraising for this initiative and that discussions are underway about providing one book per family instead of per student.
 - It was recommended that board nominations and voting begin earlier in the year to allow incoming board members time to shadow and transition smoothly.
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IX. Adjournment

A motion to adjourn the meeting was made by **Krista Russo** at **7:53 PM** and seconded by **Amy Benavides**.

Attendees

- Samantha Becker
- Nicole Wilson
- Jessica Harrington
- Roberto Cruz
- Ninon Castilla
- Krista Russo
- Jackie Goulding
- Manal Geibig
- Kristy Osterlund
- Collette Ivey
- Karen M. Seeling
- Shelby Swinburnson
- Marcie Carlson
- Rudina Prifti
- Judith Miller
- Jose Galicia
- Amy Benavides

January Important Dates

- **January 21:** IHOP Fundraiser
- **January 23:** Oberweis Fundraiser