

Richland Elementary PTO Meeting Minutes

November 12, 2025

- I. Call to Order
 - A. Welcome
 - B. Attendees: Amanda Hammel, Jess Kogut, Lona Kubik, Jenna Rucker, Kristen Schaffert, Gina Vactor, Rebecca Hoffman
- II. Principal's Update
 - A. Budget
 - 1. Overview of the district budget.
 - 2. Look to increase revenue and decrease expenses. Looking at building budgets and met with Jess and Kristen. No impact on books, resources for students. Asking PTO to cover the decrease of \$5 per student in the homeroom/grade level budgets. PTO pays for the transportation for Field Trips and will now cover the cost of gas.
 - B. Gratitude for Conference Luncheon
 - 1. PTO provided luncheon and snacks during the Parent Teacher conferences. Greatly appreciated!
 - C. Community Service Project
 - 1. Veterans Food Drive and Candy Box
 - D. Open Gate - Metal detectors for the district, each building will have a practice run during student arrival, parents will be notified ahead of time the day for each building, can be used at random times since they are mobile, parents do not need to take items out of backpacks TJ prepare.
 - E. Reminders for Car Rider Pick Up/Drop Off
 - 1. Erin sent out on Monday to Richland.
- III. Treasurer's Report
 - 1. Provided the RES PTO Budget 2025/26
 - a) Flower Sale \$1,800
 - b) Book Sale \$3,100
 - c) Move-a-thon \$22,668
- IV. Old Business

- A. Ice Cream Social
 - a. Lessons learned during the event. We moved Family Fun Night so we wanted to have an event for families to shop at the book fair. Better communication with the costs. Things for kids to do during it.
- B. Book Fair
 - a. Moving forward we will have more cash registers
- C. Move-a-Thon
- D. Veteran's Day Assembly and Food Drive
 - a. It was a huge hit and very meaningful.

V. New Business

- A. Assemblies
 - 1. Mad Science in January
 - 2. Surprise Author visit in the Spring
 - 3. Laser Show in May
- B. After School Programs
 - 1. Bakers Dozen, sing sing sing and the Outside the Box Labs are running now. Registration for the next round of ASP's will be in early January and will start in February.
 - 2. We need to provide the list of participants two weeks ahead of the start of the event for the office and nurse to review.
- C. Bulletin boards
 - 1. Playground one
 - 2. Summer Reading Posters need to come down
- D. Community Outreach
 - 1. Stuff-A-Bus
 - a) November 24th to December 4th
 - (1) High school is running this
- E. Rams Way School Store
 - 1. Starts in the new year and working on the inventory
- F. Spirit Wear
 - 1. Online Spirit Wear (using the same place that Hance is using)
 - 2. Will be posted on Membership Toolkit
- G. Stock the staff lounge with Amazon and Target Wish lists – ongoing
- H. 3rd Grade Science Fair

1. Renaming to Discovery Fair, medals changed this year so they won't say Science.
 - I. Holiday Shop
 1. Week of 12/8 and the volunteer sign ups will be out in this weeks flash
 - J. Free Family Matinee Movie
 1. Saturday with doors opening at 1 pm.
 - K. HeartBall
 1. Working on getting the committee
 - L. Gift of Time
 1. Beginning in January
- VI. Communication from PTO
- A. Membership Toolkit
 1. Working on Newsletter to be sent out with upcoming events
 2. 89 more students to registered
 - B. Party parent expectations
 1. Email to all the Winter Party parents