Overlook PTO Meeting Minutes

May 11, 2026 @ 5:30 PM in the Overlook Elementary Library
(Attendance: Laura W, Christi B, Kristen A, Amanda R, Amber A, Tony B, Kathy O, Lindsey P, Carina S, Ginger S)

Welcome and Introductions
Meeting Minutes Approval- (Amanda R. 1st, Kathy O. 2nd)
Budget and Expense Review Approval (Tony B. 1st, Lindsey P. 2nd)

- $940 donations for staff appreciation week, allowed us to do more expensive treats, 2 scholarships to Overlook alumni ($500 ea)
- Classroom grants: 4th grade Blue Tip Park, 3rd grade picnic, Nolin: gym equipment, Cianchetti: ink, emotional intelligence games and books, Kirven: Rug, rotating bookcase, Parry: craft supplies, Laino: regulation tools, Berger: revolving bookshelf, label printer, Preschool: graduation decorations and refreshments
- Principal's Day gift for Ryder

Anticipated expenses: $420 for field day equip, Fine Arts/Transportation lunch costs, 4th grade luau, $5000 to carry over to next year ($3000 general, $2000 shirts)

Board Reports-
President-

- 4th graders sent us thank-you cards for testing breakfast
- Putting together a new event form to streamline information to make sure that everyone (board, principal, event chairs) have all the necessary information

Treasurer- 2026 2027 Budget Review - Approval- (Lindsey P. 1st, Amanda R. 2nd)
Expenses have gone up, fundraising down, looking at other ideas for fundraising:

- Expand turkey trot school-wide, Penny war fundraiser, Grizzly garage sale, Take over Chipotle dine to donate evenings, See if Grizzly Sports will offer a coupon to donate, dine-to-donate style, Summer dine-to-donate opportunities?, Local greenhouse/Lowes offer a "buy-to-donate" coupon, Ott: Maybe a gift card bundle, Silvercreek florist?, Garden Club may try to fundraise to pay for flowers, Bring back Unfundraiser? Maybe with specific amounts requested?
- New line items: PTO dues scholarship, Garden Club
- Removed: Indoor Movie Night and Yes Day, education assemblies, playground equipment
- Adjusted school shirts: Only shirts for K-4, allow for purchase for others

We hope these changes will allow us to continue offering events and services while staying in the black.
Vice President- Nothing to add

Principal Report- 4th grade survey results teacher superlatives. Enjoyed by all. Testing reward was a magic show: Nick Smith. 4th graders went to WIS to tour. So many field trips and end of year events coming up. 4th grade assembly 1:45 on the 28th in the gym. Luau is that night. 4th grade clap out on the last day of school.

Teacher Grants- Nothing new. We have $67 left.

Teacher Liaison Report- Kathy O. Lots of thanks for Staff Appreciation Week!

New Business & Upcoming Events

RubberDucks Game: Email from Lisa M.

The game is this Friday evening! Rehearsals began last week.If anyone's child(ren) are planning to be on the field to sing the National Anthem, please complete the Google Form. We use that list of students for multiple reasons, but mostly for attendance. Right now, the list of students signed up does not match the number of students attending rehearsal (more students are showing up than signed up).

An email went out Friday to families of those students who completed the Google Form. That email included important information on report times, report location, and a reminder on what to wear. As of 5/10/26, 139 tickets have been purchased for our block. Ticket sales in our block remain open through Thursday night. There's still 306 tickets available!

Garden Club Harvest Party: Laura W.

The harvest party is in a week and a half. Signup going out Thursday.

4th Grade Celebration: Email from Lauren K.

We are moving right along! Food and entertainment are set! Casa for Luau and Dominoes for swim party. Entertainment is DJ and Photo Booth for Luau and swimming is the fun part of the swim party! T shirts for Luau are ordered and delivered. Cadie Shaffer is putting their names on the back and I have ordered colorful sharpies for them all to sign! I will send a sign up genius to the 4th grade teachers for them to send out to parents NEXT WEEK

Committee Updates & Follow-ups

Scholarship Committee Email from Lauren K:

We picked 2 wonderful recipients. If Mrs Ott decides to tell you who, she may, but the official announcement and ceremony are on Thursday. I have connected Mrs. Ott with Kristen Ashby for the checks and Amber printed certificates so we are set!

Restaurant Nights Email from Lauren K:

Although the end of the year was a bust with a May event we held several and made new relationships with local restaurants. I will send Amber and Laura an electronic collection of my notes and names and numbers of who I have contacted over the past 4 or 5 years so whoever takes this on for next year can have that. I was also thinking maybe we start with Casa and end with Casa next year. They will let us do two and that covers the hardest/busiest months of the year right off the bat!

Spirit Wear: Email from Lauren K:

Small sale in April led to 12 orders. I will send over proofs of Overlook shirts end of July or August. I will have fall Spiritwear planned for mid October thru Early November for before holiday delivery again. Planned for a spring Spiritwear sale to begin in the middle of February to be done and delivered before Easter on 3/28?

Spring Flower Sale: Email from Stephanie:

Nothing to report about the flower sale. Deliveries went well, thanks Ginger & Damaris!

3rd and 4th Grade Testing Breakfast

Read the letters from the 3rd and 4th Graders! There was plenty of food for the kiddos.

Staff Appreciation Week: Email from Cadie S.

It was amazing, and the staff really loved it. Loved the 4th grade voting on teachers. Loved the coffee truck. Non coffee options were much appreciated.

Adjourn: Tony 1st, Amanda 2nd