

President:Olivia Kassner
Treasurer: Katherine Trone

Vice President:Sarah Borley
Secretary: Rachel Nelson

PcTO Meeting Minutes

September 15, 2026
6:30 Library Media Center

Meeting Norms

- We will be engaged and present during our time together
- Problems or negative feedback are discussed directly with a focus on solutions.
- We show respect for different working styles and personalities
- We come prepared for the materials and topics outlined on the agenda.

Introductions

Approval of May 2026 minutes

Treasurer's Report

1. Current Balance: \$39,376.17
2. Available Balance: \$32,741.90

Current & Old Business

1. Open Board Nominations
 - a. Nominations
 - i. Sarah Borley volunteered to be the vice president
 - ii. Rachel Nelson volunteered to be the secretary
2. Fall Fundraisers
 - a. Square 1 Art: art sheets delivered to classes; art will be mailed on Oct. 16th and student catalogs should be delivered to the school around Nov. 5th
 - b. Restaurant updates: Mrs. Prunty set up the following:
 - i. Chipotle - Oct. 21
 - ii. Panera - Nov. 18
 - iii. Noodles - Jan. 13
 - iv. Dave's Hot Chicken- maybe February
 - c. Village Roasters: not doing fundraisers this year
3. Ongoing Teacher Appreciation
 - a. Combine September and October event: order Marco's pizza for teachers on the evening of the Open House 10/6
 - b. Nov. Appreciation: maybe a popcorn charcuterie
 - c. Fall conference meals: within budget; needed drinks on SignUpGenius
-Can anyone pick up? Fall- Aurora, Spring- local restaurant (Not By Bread Alone or Parker Johns) Volunteers are needed to pick up the food. Sarah Borley offered to help.
4. Winter musical flowers: The musical has a director, but is currently seeking a music director and a choreographer. The date has not yet been determined.
5. Commitments for This Year:
 - a. Mike's Popcorn (Feb.) — Sara Demerath
 - b. Father + Daughter Dance (April)— Alison Geohegan
 - c. Son + One Bowling — Denise Humphrey
 - i. Consider charging same fee for everyone and include pizza with it
 - ii. Consider change to mini golf or bingo night
 - d. Teacher Appreciation Week (May) — Rachel Nelson & Olivia Kassner

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- i. Create google doc to track businesses that have been contacted for donations
 - ii. Consider Vision Cafe (Taylor Curless) for Friday coffee
 - e. Fifth Grade Farewell — Kari Andersen
 - i. Consider making a photo backdrop for families to use before or after the ceremony
 - f. First Day School Supplies - \$150 raised - Olivia Kassner
 - i. Sold 30 boxes, \$5 per box donated to school
 - ii. Next year improve communication with parents and emphasis that it is a fundraiser
 - g. Additional ideas for fundraisers/events
 - i. School movie night: check with Parks and Rec to see if we can partner and use movie license or equipment (Kari has a contact)
 - ii. Sell coffee in the dropoff line: maybe use Coffee Wizard, Voyagers or Heritage (possibly couple it with teacher appreciation and offer free coffee to teachers)
 - iii. Domino's "Slice the Price" card fundraiser
 - iv. Penguin Party in library as a holiday gift shop
 - v. Mr. Marto will check with district office on cashless options for fundraising
- 5. **Approved Fundraising Requests:**
 - a. 6 ball materials request \$166.55-updated 9/16/26
 - i. Includes the cement and poles used to construct the 6 ball court
 - b. Reading Garden Updates request \$875.87
 - i. Large storage bin, stools, benches, umbrellas, and toys for the courtyard
 - c. Playground Balls request \$474.27
 - i. variety of balls (volleyball, pickleball, kickball, 6-ball) and chalk for Mr. Nooyen
 - d. Jaguar Way t-shirt request \$4196
 - i. New print design
 - ii. Goal to have all students K-2 earn a shirt with Jagtags
 - iii. Request only needed every 2-4 years
 - e. K & 1st Scholastic \$481.26
 - i. Electronic and paper subscription for classes
 - f. Future request: Brain Break Assembly \$1695
 - i. Date pending on more assemblies being booked in the area

Total: \$8,137.40

6. Open House - 10/6 - Jungle Theme: PcTO to host a booth and encourage parents to sign up for volunteering. Try to have them sign up electronically. Maybe survey their interests.

New Business

Mr. Marto's State of the School Report: September PcTO Minutes:

- P-6 Volleyball

President:Olivia Kassner
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- Open house & 5th grade camp
- ALICE practice tomorrow, Sept. 16th
- [Conservation assembly in October](#)

Thank you all for your coordination efforts!!!

2025-2026 Upcoming Meeting Dates

- Third Tuesday of every month, excluding December
- October 20, November 17, January 19, February 16, March 16, April 20, May 18

May 19, 2026

President:Olivia Kassner
Treasurer: Katherine Trone

Vice President:Sarah Borley
Secretary: Rachel Nelson

6:30 Library Media Center

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Introductions:

Treasurer's Report

3. Current Balance: \$21,603.85
4. Approved funding: \$3,870
5. Fun Run Pending Funds:\$26,335
6. Available funds: \$44,068.85

Current & Old Business

6. Fundraiser Update:

- a. Restaurant updates: Sarah's Gelato \$499
- b. School Supply Drive - final quote this week, launching communication next week
Moving forward! 5%
- c. Scott's Subs- pick date: May 21st, all day
- d. Rockers: date switched to Monday, June 29th (free hot dog day)
- e. Future Fundraising ideas:
 - i. Chuck E. Cheese School Fundraising Program
 1. Available M-F 3:00-9:00pm
 2. 25% donation of all generated sales (food and games)
 3. Optional visit from Chuck E. Cheese to school

7. Ongoing Teacher Appreciation: Thank you! Way to go!

Cart coming back out

Goal: have ahs coffee twice next year

Options: Kwik Trip brownies?

8. Fun Run Update: \$26,335 (made goal by 175%)

\$4,820	6 ball playground equipment -yes (sono tubes, cement, wood chips will be extra, requested in Sept.)
\$3,279	reading garden tables- yes
\$3258	3 water filling stations- yes
\$900	sand tables, sand, and toys for zoom room- yes
\$13,737	total

9. Commitments for This Year:

- h. [Fifth Grade Farewell](#) — Kari Andersen
- i. More volunteer info to come:

5. Recruitment: Meet the Teacher-

President:Olivia Kassner
Treasurer: Katherine Trone

Vice President:Sarah Borley
Secretary: Rachel Nelson

6. Fundraising Request:
 - a. No requests.

May "News" from Mr. Marto:

- Finishing up Star testing
- Fun run success!
- Field day last morning

For the good of the group:

Son +1 bowling- switch event to something else?

Indoor mini golf, private night at player 2 arcade, company to us?,

Depere cinema,

April 21, 2026
6:30 Library Media Center

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Introductions:

Treasurer's Report

7. Current Balance: \$20,110
8. Approved funding: \$4,820
9. Available funds: \$15,290

Current & Old Business

10. Fundraiser Update:

- a. Restaurant updates:
 - i. Papa Murphy's: tbd
- b. School Supply Drive - parent interest survey will be shared out
- c. Scott's Subs- pick date: May 21st?
- d. Hyvee donations: Flowers/water/coupons/cake/dessert
- e. Rockers: June 1st

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- f. Future Fundraising ideas:
 - i. Chuck E. Cheese School Fundraising Program
 - 1. Available M-F 3:00-9:00pm
 - 2. 25% donation of all generated sales (food and games)
 - 3. Optional visit from Chuck E. Cheese to school
 - ii. Heritage Coffee Truck by April House (step daughter is student Adalynn)
 - 1. 10% of profit donated to the school
 - iii. Cottontail Candy on 2803 Packerland Drive (920-412-4199)
 - 1. Partner with local schools. Valley View used for Spring Carnival made \$200
 - iv. Village Roasters-tbd
- 11. Ongoing Teacher Appreciation: Teacher Appreciation
 - a. May 4- donuts from Hyvee (coffee made in lounge)
 - b. May 5- Texas Roadhouse: salad, buns, cinnamon bar
Soup-Not By Bread Alone- parent donation
 - c. May 6- Los Magueyes- food truck
 - d. May 7- Bagels and cream Cheese- 3 Ducks
Smoothie Bar-Dirt
 - e. May 8- Cookie Platters- Green Bay Cookie Company

Other items: Raffle- coupons
Pepsi donation-
Teacher gift through Hope clothing
Baskets from: Qwik Trip, Margarita's, Not By Bread Alone, Packer Pro Shop, PDQ, Pho #1, Sara's Geleto, Taste of India, Y 1 month membership, etc.
- 12. Commitments for This Year:
 - j. Main Fundraiser discussion: Date May15, rain date May 18
 - 1) 8:45am-10:25am
 - 2) Optional titles: May Day Moving Day, May Day Skedaddle, May Day Movement Day, Sunny Strides, Spring into Motion
 - k. Daughter + 1 Dance: Alison Geohegan - April 17, 6-8pm Pioneer gym
 - l. Son + One Bowling: Denise Humphrey, April 20, 530-730pm, Ashwaubenon Bowling
 - m. [Fifth Grade Farewell](#) — Kari Andersen

- 5. Fundraising Request:
 - b. No requests.

Options for big fundraiser this year: \$3686 3 water filling stations
\$4,820 [6 ball](#) playground equipment
\$ playground equipment
\$900 sand tables, sand, and toys for zoom room
Approximate: \$12,106

April "News" from Mr. Marto:

- Forward testing complete

President:Olivia Kassner
Treasurer: Katherine Trone

Vice President:Sarah Borley
Secretary: Rachel Nelson

- Autism walk today

March 24, 2026
6:30 Library Media Center

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Introductions:

Treasurer's Report

10. Current Balance: \$21,601.14
11. Approved funding: \$6,341
12. Available funds: \$

Current & Old Business

13. Fundraiser Update:

- a. Restaurant updates:
 - i. Papa Murphy's: tbd
- b. School Supply Drive - parent interest survey will be shared out
- c. Dave and Buster's- \$220 profit
- d. Popcorn status: \$878 profit.
- e. Marco's pizza- 1806 total for VV and Pi
- f. Scott's Subs-
- g. Hyvee donations: Flowers/water/coupons/cake/dessert

14. Ongoing Teacher Appreciation: Teacher Appreciation

- f. May 4- donuts from Hyvee (coffee donated?)
 - g. May 5- Texas Roadhouse: salad, buns, cinnamon bar
Soup-Not By Bread Alone- parent donation
 - h. May 6- Los Magueyes- food truck
 - i. May 7- Bagels and cream Cheese- 3 Ducks
Smoothie Bar-Dirt
 - j. May 8- Cookie Platters- Green Bay Cookie Company
- Raffle- coupons
Pepsi donation-
Teacher gift through Hope clothing
Baskets from: Qwik Trip, Margarita's, Not By Bread Alone, Packer Pro Shop, PDQ, Pho #1, Sara's Geleto, Taste of India, Y 1 month membership, etc.

15. Commitments for This Year:

- n. Main Fundraiser discussion: Date May15, rain date May 18
 - 3) Future Pioneer runs will be in fall. Other fundraisers can stay in spring
 - 4) Optional titles: May Day Moving Day, May Day Skedaddle, May Day Movement Day, Sunny Strides, Spring into Motion

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5) April 17, staff kick off, School kick off on:

- o. Daughter + 1 Dance: Alison Geohegan - April 17, 6-8pm Pioneer gym
- p. Son + One Bowling: Denise Humphrey, April 20, 530-730pm, Ashwaubenon Bowling
- q. [Fifth Grade Farewell](#) — Kari Andersen
- r. Blizzard update: Game was last Saturday
- s. Rockers: June 1st

5. Fundraising Request:

- c. No requests. Thank you note. Riser is here and put together, thank you!

Water filling stations-no formal request (total: \$4786) shared as information only. \$1100 donated through mug fundraiser with Mrs. Weddle. Thank you!

Options for big fundraiser this year: \$3686 3 water filling stations
\$4,820 [6 ball](#) playground equipment
\$2,700 comet playground equipment
\$900 sand tables, sand, and toys for zoom room
Approximate: \$12,106

March "News" from Mr. Marto:

- Thank you for the conference meals!
- Preparing for Forward exam testing grades 3-5
- Student advisory committee update: Morning Greeters

Future Dates

- Spring break March 30-April 3rd
- Parent request information March 23-27th. Placements-end of April.
- Forward Exam testing April 7-17, grades 3-5.
- April 17: 6-8pm, Daughter +1 dance, Pioneer gym
- April 20, 530-730pm, Son + 1 at Ashwaubenon Bowling

February 17, 2026
6:30 Library Media Center

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- We come prepared for the materials and topics outlined on the agenda.

Introductions:

Treasurer's Report

- 13. Current Balance: \$22,813
- 14. Approved funding: \$8077
- 15. Available funds: \$14,736

Current & Old Business

16. Fundraiser Update:

- a. Restaurant updates:
 - i. Papa Murphy's: tbd
- b. Village Roasters:\$1264 profit
- c. School Supply Drive - options and parent interest survey.
-Multiple options/companies, parent survey (seesaw or separate email)
- d. Dave and Buster's- preloaded game card: looking into
- e. Popcorn status: ends 2.19

17. Ongoing Teacher Appreciation: Teacher Appreciation

Feb plans: breakfast coffee and bakery (researching coffee donations/deals)

18. Commitments for This Year:

- t. Main Fundraiser discussion
Optional titles: May Day Moving Day Fundraiser Update: May 1
May Day Skedaddle, May Day Movement Day, Sunny Strides, Spring into Motion
- u. Daughter + 1 Dance — Alison Geohegan - April 17, DJ secured \$450
Ties and tiaras discussion? Boys and girls attend?
- v. Son + One Bowling — Denise Humphrey
- w. Teacher Appreciation Week (May) — Rachel Nelson & Olivia Kassner
- x. [Fifth Grade Farewell](#) — Kari Andersen
- y. [Blizzard update](#): Fundraiser toward Book of the Year
Each family receives a book
- z. Rockers: June 1st
- aa. Marco's Pizza- volunteers

5. Fundraising Request:

- d. [1 riser request](#)
- e. [Die Cut](#)
- f. [USB ports](#)

Water filling stations-no formal request (total: \$4786) shared as information only. \$1100 donated through mug fundraiser with Mrs. Weddle. Thank you!

Options for big fundraiser this year: \$3686 3 water filling stations
\$4,820 [6 ball](#) playground equipment
\$2,700 comet playground equipment
\$900 sand tables, sand, and toys for zoom room

President: Olivia Kassner
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Approximate: \$13,239
\$9,553 (minus water filling station)

February "News" from Mr. Marto:

- Assemblies: Brainbreak today, Book of the Year tomorrow
- Family gym night Monday

Future Dates

- Feb. 18, 4:30-5:30 Book of the year kick off, Community Center
- March 11/12 conferences, March 13 no school
- Spring break March 30-April 3rd

January 20, 2026
6:30 Library Media Center

Meeting Norms

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Introductions

11/18/2025 minutes: Approved 11.19.25 by board

Treasurer's Report

16. Current Balance: \$22,228

Current & Old Business

19. Fundraiser Update:

- a. Restaurant updates:
 - i. Papa Murphy's: continues until Feb. 8th, only online orders, additional advertising for Super Bowl
- b. Village Roasters: \$1000-1200 estimate of profit
- c. Square 1 Art: \$1666 (up+400 from last year)
- d. Winter musical flower review:
\$3 a stem, 166 sold, \$600 total sales, flowers lasted a long time
Pom pom daisies, 2 colors,
- e. School Supply Drive - options and parent interest survey.
-Multiple options/companies, parent survey (seesaw or separate email)
- f. Dave and Buster's- preloaded game card: looking into

20. Ongoing Teacher Appreciation: Teacher Appreciation - Dec. cocoa bar/cart review: went great! Thank you!

Jan/Feb plans: breakfast items with coffee, thematic (make your own fruit bowl),

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21. Commitments for This Year:

- bb. May Day Moving Day Fundraiser Update: May 1
May Day Skedaddle, May Day Movement Day, Sunny Strides, Spring into Motion
- cc. Mike's Popcorn — Sara Demerath (Feb.)
- dd. Father + Daughter Dance — Alison Geohegan
- ee. Son + One Bowling — Denise Humphrey
- ff. Teacher Appreciation Week (May) — Rachel Nelson & Olivia Kassner
- gg. [Fifth Grade Farewell](#) — Kari Andersen
- hh. Blizzard update: Fundraiser toward book of the year
- ii. Rockers: June 1st
- jj. Marco's Pizza- volunteers for Book of the year in March

5. Fundraising Request:

- 1. [bands and storage](#)
- 2. [Brain Break Assembly and Subscription](#)

Water filling stations-no formal request (total: \$4786) shared as information only. \$1100 donated through mug fundraiser with Mrs. Herald. Thank you!

Options for big fundraiser this year: \$3686 3 water filling stations
\$5000 [6 ball](#) playground equipment
\$2500 comet playground equipment
\$900 sand tables, sand, and toys for zoom room
aprox.: \$12,086 (board can decide what they want to spend the fundraiser on)

January "News" from Mr. Marto:

- -Mid-Year assessment update: Students are taking the Star & reading assessment
- -Report cards emailed Feb. 3
- -Shelter complete
- -Student Advisory request ideas
- Future Dates
- Feb. 16 Family Gym Night, 5:30-7 pm
- Feb. 17: 1:30 Brain Break Assembly
- Feb. 18: 10:10 am, Book of the Year assembly

Thank you all for your coordination efforts!!!

2025-2026 Upcoming Meeting Dates

- Third Tuesday of every month, excluding December
- February 17, March 17, April 21, May 19

President: Olivia Kassner
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Nov. 18, 2025
6:30 Library Media Center

Meeting Norms

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Introductions

Approval of 9/16/2025 minutes

Treasurer's Report

17. Current Balance: \$12,610

Current & Old Business

22. Fundraiser Update:

- a. Restaurant updates:
 - i. Chipotle: Nov 12, \$138
Text and seesaw messaging would be helpful
Needed to communicate it out multiple times beforehand (dropped 50%)
 - ii. Establishments discussed, but on hold:
 1. Seroogy's Ashwaubenon discussion: they will get back to us (possibly week of Dec. 14th). Will update when manager communicates back
- b. Village Roasters: 11/24 order deadline, pickup week of 12/8 (all set)
- c. Square 1 Art: deadline 10/25, art delivery by 11/29
- d. Discussion: \$300 minimum? Discussed, will review data in May
 - i. Papa Murphy's' January 5-23, 3 weeks, 20%

23. Ongoing Teacher Appreciation

- a. Nov. Appreciation: snack cart
- b. Dec: 12.9, Hot chocolate bar & cookie bar:
Week of 12.15, snack cart

24. Winter musical flowers:

Stem with multiple flowers (125-140 students), last year's profit \$160

25. Commitments for This Year:

- kk. Fun Run / Fundraiser Update: still deciding,
- ll. Mike's Popcorn — Sara Demerath (Feb.)
- mm. Father + Daughter Dance — Alison Geohegan
- nn. Son + One Bowling — Denise Humphrey
- oo. Teacher Appreciation Week — Rachel Nelson & Olivia Kassner
- pp. Fifth Grade Farewell — Kari Andersen
- qq. Herd: pass this year (\$15 profit last year)
- rr. Blizzard: Thursday info meeting
- ss. Rockers: ticket sales and possible 50/50 raffles and reading club option

President: Olivia Kassner
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Secretary: Rachel Nelson

5. Fundraising Request:

- g. Water filling stations-no request yet (\$4786) shared as information only
- h. Book of the Year-\$300. Depere Theatre deposit- approved
- i. Flower request, up to \$450 to purchase- approved

New Business

Mr. Marto's State of the School Report: **Nov. PcTO Minutes:**

- Thank you for conference meals!
- 5th grade farewell Proposal: Grade level team supports change, June 3rd, 2:00pm, ceremony in gym
- Water filling station request- shared next meeting?
- Student advisory Meetings: 1 a month to gain student input
- Shelter currently being built, picnic tables stored for winter

Future Dates

- No School: Nov. 26-28
- Dec. 11th Winter Musical (2pm & 6:30pm)

Thank you all for your coordination efforts!!!

2025-2026 Upcoming Meeting Dates

- Third Tuesday of every month, excluding December
- January 20, February 17, March 17, April 21, May 19

PcTO Meeting Agenda

October 21, 2025
6:30 Library Media Center

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Introductions

Approval of 9/16/2025 minutes

Treasurer's Report

18. Current Balance: \$19,167.88

Current & Old Business

26. Open Board Nominations

- a. Nominations for PcTO President: approved. Mrs. Kassner moved from Secretary to President (secretary position is open)
- b. Request and vote for Minutes typed and sent out to board the same night. Board will approve, then sent out in Weekly Wednesday

27. Fall Fundraisers

President: Olivia Kassner
Treasurer: Katherine Trone

Vice President: Sarah Borley
Secretary: Rachel Nelson

- a. Noodles recap: \$241
 - b. Restaurant updates:
 - i. Chipotle: Nov 12, 4-8pm
 - ii. Papa Murphy's- 20% of sales one night or a card. January date tbd
 - iii. Establishments discussed, but on hold:
 1. Dave's Hot Chicken- 20% for a night
 2. Seroogy's Ashwaubenon discussion: they will get back to us (possibly week of Dec. 14th)
 3. Pizza Ranch- 4 hour commitment for volunteers (no at this time)
 - c. Village Roasters: 11/24 order deadline, pickup week of 12/8 (all set)
 - d. Square 1 Art: deadline 10/25, art delivery by 11/29
28. Ongoing Teacher Appreciation
- a. September — Vision Cafe was great!
 - b. October & Nov. Appreciation: snack cart discussion
 - i. Drinks & snack cart- sign up genius in weekly Wed, Thank you Mrs. Demerath!
 - ii. Restocking drink cart
29. Fall conference meals: within budget, needed drinks on sign up genius
30. Winter musical flowers: feedback for efficiency
31. Commitments for This Year:
- tt. Fun Run / Fundraiser Update: still deciding,
 - uu. Mike's Popcorn — Sara Demerath
 - vv. Father + Daughter Dance — Alison Geohegan
 - ww. Son + One Bowling — Denise Humphrey
 - xx. Teacher Appreciation Week — Rachel Nelson & Olivia Kassner
 - yy. Fifth Grade Farewell — Kari Andersen
5. Fundraising Request:
- j. Winter musical: up to \$550 (125x4 per shirt, \$6 per student): approved
 - k. Noise-cancelling headphones: \$246: approved
 - l. \$600 for Jagmart incentives: approved

New Business

Mr. Marto's State of the School Report: October PcTO Minutes:

- Open house & 5th grade camp were successful! Thank you for attending!
- Fire prevention posters due tomorrow, Breakfast with Chief Oct. 28th
- 5th grade farewell Proposal: afternoon ceremony,. Pro: no person limit, no supper cost, all students can attend. Con: Night ceremony, interfering with sports. Financially: 1 bounced check, one cancelled check. Possible date: May 28th, 2pm,

Future Dates Oct 29, 4-7:30 & Oct 30, 3-7:30 P/T Conferences. Thank you for team suppers. Oct. 31: no school

Thank you all for your coordination efforts!!!

2025-2026 Upcoming Meeting Dates

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