Overlook PTO Meeting Minutes

October 6, 2026 @ 10:00 AM in the Overlook Elementary Conference Room
(Attendance:Amber A., Haley D., Christi B., Bri H., Sandra G., Betsy, V., Jessica L., Kristen A., Brittany L.)

Welcome and Introductions - Meeting Minutes Approval- (Christi B. 1st, Sandra G. 2nd)
Budget and Expense Review: Approval - (Betsy V. 1st, Sandra G. 2nd)

The Blue Heron Dine to Donate fundraiser brought in **$300**. The proceeds will be reflected in the October budget. The Blue Heron fundraiser with the Nothing Bundt Cakes fundraiser brought in **$504.40** in revenue. Outdoor Movie Night went well. Spirit Sale income was reported at approximately **$666**, based on the first two lunchtime sales.

Board Reports:
President- Amber Addis

The PTO discussed making a donation to the Grizzly Academy from its additional donations budget, with **$100** being the preferred amount. Amber suggested coordinating with other district PTOs to provide a special teacher appreciation gesture for Grizzly Academy, such as a morning coffee/snack table. The board discussed reminding families about using both lanes during morning drop-off and afternoon pick-up to help prevent traffic from backing into the street. Amber is updating the **"Get to Know Your Teacher"** information sheets. The goal is to distribute the updated information to families before the holidays. The PTO's Canva nonprofit account and nonprofit purchasing opportunities were also discussed as resources available to committee chairs.

Treasurer- Lindsey Provchy:

A parent donation was matched by the parent's employer, Smucker's. The board discussed reminding families that many employers offer charitable donation matching for nonprofit organizations. The PTO's 501(c)(3) status may provide opportunities for additional nonprofit discounts and benefits.

Vice President- Amada Rossi - No Additional Report
Secretary - Laura Williams - via email

Updated missing agendas and minutes on the Overlook PTO website. Moving forward, minutes are expected to be available within approximately one week of each meeting, consistent with the PTO bylaws.

Principal Report- Mrs. Duerr

A teacher requested PTO funding for the preschool/special education classroom from Mrs. Lamar. Additional details regarding the requested items/funding were provided to the board. Book Fair volunteer needs were discussed, including the need for additional volunteers for setup and during the Book Fair. Due to building security procedures, volunteers/special persons must be signed up and checked in when entering the building. The possibility of a future Book Fair initiative allowing every student to receive a $5 book was discussed for consideration next year. This would need to be weighed against the use of Scholastic Dollars for teacher/classroom resources. Most other elementary schools ensure all students are able to go home with a $5 book. Grizzly Leaders from WHS will be participating during the Book Fair by having lunch with students who may not have a family member available to visit.

6. Teacher Grants

A teacher grant request from Mrs. Lamar for the preschool/special education classroom was discussed. Mrs. Duerr planned to provide the board with the requested items and funding information. The board will review the request.

Teacher Grants- See above
Teacher Liaison Report- Jaimie Bennet - No additional report

New Business & Upcoming Events

Dine to Donate: Brittany Moore

Chipotle Dine to Donate was held October 5. Initial reports indicated strong participation, with the restaurant reportedly very busy throughout the evening. **Cambria** is planned as the next Dine to Donate in November

Skate Night: Skate Night is scheduled for **Wednesday, October 7**, at Brunswick Skate Station. Admission is $5 for skaters and non-skating attendees. Skate/rollerblade rentals are available for an additional fee. An optional costume contest and photo backdrop are planned.

Conference Meals: Jimmy John's will provide the conference meal on Thursday. Christi Blythin is coordinating the meal and has several volunteers assisting. Some anticipated donations have not yet been received, so PTO funds may be used to purchase any remaining needed items. Setup is expected to begin around 11:00 AM, with sandwich pickup around 10:30 AM.

Monsters Hockey Game: Lisa Moore is coordinating the December Monsters hockey outing. The ticket-ordering link is expected from the Monsters later in the month. A flyer will be created and distributed once ticket information is available.

Class Parties: Tony Behrens provided an update regarding room parents and fall class parties. Kindergarten room-parent introductions have been completed to the best of his knowledge. Room parents are working on the upcoming fall parties. Volunteer participation for class parties will remain a case-by-case decision based on each teacher's classroom needs and capacity. Parents will be permitted to begin setting up for the fall parties early enough to allow them to also watch the costume parade. Mrs. Duerr will provide families with information regarding the parade, including a map and timing.

Fall Book Fair: Amanda Rossi and Sarah Behrens are coordinating the Fall Book Fair. Book Fair materials have been delivered. Additional volunteers are still needed, particularly for setup and Tuesday shifts. Setup is planned for Thursday, October 8, beginning around 10:00 AM. Volunteers entering the building must be signed up and checked in. The Book Fair will take place October 12–14. The board discussed how Book Fair proceeds are generally received as Scholastic Dollars and used for classroom/teacher resources. The possibility of providing a book to every student will be explored for a future year.

Turkey Trot: The Turkey Trot is scheduled for **November 25 from 1:00–3:00 PM** at the middle school track. Jessica Little is coordinating the event and will work with Laura Veale as co-chair/support. A previous Google Form will be shared to help organize fundraising. The board discussed whether participation will include all grades or be limited to specific grades, with a final decision still needed. Gummy bracelets from the previous Turkey Trot remain available and may be used to track laps. Jessica has created participation bibs and is considering participation certificates. Transportation to the middle school will be by walking.

School Shirts: The PTO is working with A1 for this year's Overlook shirts. Student shirts are provided free of charge, with a suggested donation to help offset the approximately **$7 per-shirt cost**. Families may also sponsor a shirt for another student. Additional shirts are available for purchase, generally **$10–$13** depending on size. The student shirt order deadline is **October 16**. Fall Spirit Wear will go live October 18 and remain open for approximately two weeks. Families may have orders delivered to school or held for pickup at A1. Items are expected to be completed before Christmas.

Spirit Wear Sales: Fall Spirit Wear will go live October 18 and remain open for approximately two weeks. Families may have orders delivered to school or held for pickup at A1. Items are expected to be completed before Christmas.

Magic of Giving: Betsy will keep us all up to date as event draws nearer and families have submitted requested items to Mrs. Laino. The board expressed enthusiasm for continuing this community-focused program.

Santa Shop: Proposed dates are **December 9–11**, with setup planned for December 8. The music room has been used for the event in previous years and is the preferred location. The event will continue to use approximately a **10% markup**, which the board agreed is appropriate since the event is intended primarily as a service to students rather than a major fundraiser.

Garden Committee: The committee hopes to hold activities in late October, November, January, and additional dates throughout the year. Spring plans include reviving the herb garden and continuing educational opportunities surrounding the native plant/pollinator garden.

Breakfast with Books: The event will again be held at the Wadsworth Public Library before school, 7:30 AM to 8:30 AM. Dates are **February 25–26, 2027**. The library reserved the conference rooms so the PTO can set up without having to tear down between event days. Nicole is our library contact (we worked with her last year). The board discussed improving attendance tracking this year.

Committee Updates & Follow-ups

Open Committee Chair Positions for 2026-2027:

Family Night Out remains an open committee position.

Spirit Sale: The second Spirit Sale, held in late September, was even more successful than the first. Fall-themed items were especially popular. The next Spirit Sale is scheduled for **Friday, October 23**, in conjunction with a home football game. An additional November sale may be considered during the football playoffs. Winter Spirit Sales will also be scheduled. Additional volunteers will be recruited.

Outdoor Movie Night: The event was considered successful, with attendance increasing as the evening progressed. Tony Behrens documented recommendations and lessons learned for future years in the PTO's Google Drive committee files. Suggested improvements for next year include: Keeping the gym door only slightly open for necessary access. Using a separate entrance for the bathrooms. Considering a barrier/net behind the screen to prevent children from playing too close to it.

More Alike Than Different Day: Mrs. Duerr is developing a new More Alike Than Different program to coincide with the January mCLASS assessment window. Each grade level will have a designated day focused on learning about disabilities, inclusion, empathy, and accessibility while teachers complete one-on-one assessments with students. Activities will include topics such as: Sensory regulation, Empathy and inclusion, Hearing impairment,Down syndrome, Food allergies, Service and therapy dogs, Visual impairment and Braille, Communication differences, Mobility and accessibility, ADHD, and Muscular dystrophy. The PTO may assist with materials and community connections as needed. Amber will lead the food allergy component, including education about epinephrine auto-injectors and appropriate awareness around food allergies. Mrs. Duerr is developing the lesson plans and coordinating community members and Grizzly Leaders to assist. The program may be expanded in future assessment windows if successful. Mrs. Duerr will let the PTO know if additional volunteers are needed.

Adjourn: 1st, 2nd