

## **Elma Primary PTO Meeting Minutes**

### **9.17.26 9:30am**

Meeting called to order by Robbin Wing at 9:32am

Executive Board Members In Attendance: Ribbon Wing, Ashley Mychajliw, Kim O'Rourke

12 signed in on the sign in sheet, 3 were in attendance via the Teams link

Introductions of the board members, teacher rep and principal.

#### **Principal Report:**

- Mrs. Goldman addressed the group and discussed the following
  - aimsweb assessment (reading and math) will have an updated process this year. 40 min per grade level will allow for small groups and more support for those who need it.

#### **Teacher Report:**

- Mrs. Forgione is at the II and Mrs. Iliohan will be our rep this year.
- Mrs. Iliohan addressed the group and discussed the following:
  - Thanks for Moes back to school lunch
  - Turkey Trot - Mrs. Iliohan asked if the PTO donate pies. The executive board indicated that we would. For clarification: The teachers do a "raffle" of sorts, raffle off pies but the PTO donates the pies. We can either purchase or ask for donations-NOT homemade pies-store bought)
  - Mrs Orrange - would like to start a garden committee.
    - Executive Board stated that this will be added to the PTO committee list once confirmation from the district is received regarding if the committee members and volunteers would be allowed to use tools or power tools

#### **Co-President Report:**

- Submit Room Parent Application by 10/1
- Lots of committees this year-please sign up by using the Square/QR code for the PTO emails. Chair person will be responsible for a Chairperson report. Committee email(s) will go out the week of September. Executive Board discussed the following:
  - Confirmation of committee will be sent out on Monday
  - Some committees still need a chair person
  - Committee Reports will be due 2 weeks after the event
  - Four ways to connect form was redistributed. Must sign up every year for the PTO emails.
  - Field day lottery discussed: extra entries if you are able to participate, come to events, fundraisers, etc.. Classroom parties will not count toward field day
  - Teachers pick room parents. Stacy Carlucci is the Parent Room coordinator. Next month's agenda will include adding this position as an executive position.

- UPK
  - Seeking grants for UPK playground
  - Chic fil a night fundraiser will focus on raising money for the playground
  - The PTO will also be seeking community donations
  - The tire swings will be removed and the area has been approved by the district to put UPK playground in that area (Tire swings no longer allowed district-wide)
  - Pea gravel was approved last year but the PTO ran into many road blocks. The equipment was never purchased and we did not have a designated location to put it.
  - Question by PTO member: Is there a budget for the UPK playground? PTO is waiting for a list of requirements/regulations that we need to meet.
  - A PTO member recommended Playsafe surfacing and to reach out for a consult
  - Est 10,000. It was asked if the PTO will have a separate playground account? Robbin responded that , yes, we have a playground account already.

**Secretary Report:**

- Review the meeting minutes from May meeting
  - Kim stated if anyone would like to review the meeting minutes, please reach out.
- Starting next meeting, we will be voting in the previous month's minutes

**Treasure Report:**

- Vote on new budget for the year. The PTO Executive Board discussed the follow:
  - Increased event budget
  - Added Ice Skating event
  - Reference the PTO handout for important dates that was distributed.
  - Kone King fundraiser suggested. We did it in the past
  - Box Tops General Mills
  - Tops has box tops as well
    - Motion to approve budget: Stacy
    - Second: Laurie
    - All attendees in favor
    - Budget approved

**Committee Reports:**

- Open House 9/22
- Book Fair & Trunk or Treat 10/16
  - Scholastic Host Hub - Robbin is looking for shadow to fill role next year. If anyone is interested, please reach out to learn more.
  - A PTO member asked about a book vending machine? This will need to be looked into more by the board or any member that is interested in chasing this down.
  - PTO Action Item: Create a one page document regarding roles and expectations to recruit someone to manage the Scholastic Host Hub

**Fundraisers Reports:**

- Fall decor
- Football squares - Sold out!
- One Check

- Spirit Wear (week of 10/19 is spirit week) - Themes are being discussed, parent input was provided this year to help decide the themes.

**Misc./New Business:**

- Pond budget is taken care of this year
  - The PTO will need to absorb the cost of the pond next year. This item will remain on the agenda all year to continue discussions. Lean into local businesses to sponsor. Wrap this into the garden committee possibly.
- Robbin's last year-someone will need to take over Scholastic-yes putting this out there now-2 book fairs to go this year! 😊
- Library costume exchange
  - Erie County Library proposed this idea to be involved with the school. Hosted at Elma and other schools in the area.
  - Box to be placed in the foyer
  - Costumes will be available at the Elma Library to choose from
- Food drive: possibly host a saturday drop off day, or request students bring a can to a family event
- Birthday Board- Link will be redistributed via facebook and email
- Community

Open House:

Schedule discussed. Thank you to Mrs Goldman for assisting in developing the schedule.

Meeting Adjourn: 10:34

**Next meeting:**

- October 8, 2026 at 9:30am and 6:30pm