Wheatland Elementary Parent Teacher Organization, Inc.
PTO General Meeting Minutes
November 10, 2026

Laura Roddy, PTO President, called the meeting to order at 7:00 pm. at the Wheatland Elementary School library. Present were Elton Armbrister, Julie Archer, Erin Kice, Kaley Herman, Erin Hughes, Kaitlin Hershey, Heidi Ostergaard, Angie Muether, Laurel Russell, Samantha Jacob, Kelli Emrick, Aimee Couillard, Tyler Hieber, Rebekka Geddes, and Molli LeFrenier.

Welcome: Laura Roddy

Laura Roddy welcomed the group and introductions were made. Angie Muether asked for a motion to approve minutes from the September 22, 2026 meeting. Motion was made and seconded. The motion was approved without objection.

Treasurer's Report: Kaley Herman

- Warrior Dash grossed $32,780 and $970 are still pending in company matches
- Once expenses were deducted, we will net $28,500.
- We raised $650 from the last Spirit Wear fundraiser.
- We raised $220 from the last restaurant night.
- Out bank balance is currently at $33,000
- We are $1,500 short as far as allocations go, and we will have to see how much we raise during Warrior Dash.

Principal's Report: Elton Armbrister

- Mr. Armbrister thanked everyone for all of the efforts for Warrior Dash and for the conference and birthday meals.
- The Superintendent search is ongoing, and there was a notification sent via ParentSquare with a link to a survey.
- The District Site Council met last week, and the hiring process for superintendent was discussed. That is done by the board. Community input is typically welcome via panels, meet and greets, etc.

President's Report: Laura Roddy

- Laura welcomed our visitor, Rebekka Geddes, from Smiles Orthodontics

- Rebekka will possibly work with us at Family Fun Night.– photo booth available to use, sponsorships, etc
- We are still searching for a staff meals chair – there are only two meals left for the year

Coordinator Reports:

- **Spirit Wear**
    - Michelle Dixon will step back for the year as Spirit Wear coordinator for the school year.
    - McKenzie Lara is going to continue. The store should open later this week-possibly on Friday
- **Warrior Dash**
    - All prizes for the Warrior Dash have been distributed.
- **Room Parent Coordinator**
    - No new updates
- **Greater Andover Days Parade**
    - The parade had a pretty good turnout of students from Wheatland.
- **Book Fair**
    - The book fair went well.
    - It was a bit harder to find volunteers to fill the shifts this school year.
- **Weekly Warrior**
    - Please send any information you would like in the Weekly Warrior to Laura Roddy by Monday night.
- **Box Tops**
    - We have raised $113.
- **Staff Meals and Celebrations**
    - We are still searching for a staff meals chair – there are only two meals left for the year.
    - There are plans to do a coffee cart in the near future.
- **Restaurant Nights**
    - The next restaurant night will be at Chicken N Pickle in January.
- **Social Nights**
    - The next social night is at Aviate and is Thursday, Nov 12th

- **Holiday Hugs**
    - There are still staff members who need to be adopted.

- **Scrip Gift Cards**
    - Flyers for Scrip Gift Cards will go home this Friday.
    - Orders will be taken until 12/2.
    - Gift cards will be sent home with students before Christmas break.

- **Family Fun Night**
    - The 1st meeting for FFN was tonight.
    - We are on track for the event, and the committee will meet after the new year.

- **5th Grade Legacy Project**
    - There was an idea raised by a staff member to create a brick barrier around the gaga pit.
    - This idea was discussed and whether or not that is necessary.

Reminders:

- **PTO Event Instructions for Coordinators**
    - Reimbursement

- **PTO Facebook Group**- Please create an event in our PTO Facebook group at least one week before the event (you can do them all now if you would like!). Make several posts to increase engagement in the days leading up to the event.

- **Weekly Warrior Email-** Please e-mail Laura at ptoweeklywarrior@gmail.com the information you would like her to include no later than Monday night each week.

- **School Website/Calendar**- email Claire pruettc@usd385.org and Mr. Armbrister armbrise@usd385.org with date/time and all other pertinent information

- **Peachjar Digital Flyers/Wheatland Facebook Page**- these must be APPROVED by sending an email to Claire and Mr. Armbrister well in advance with the following information:
    - The flyer (PDF is best) which includes the name and contact information for the coordinator in charge of the event
    - Dates you want the flyer to go out
    - Any information you feel is important to add to a Facebook post

    - There is a little bit of lag with Peachjar flyers since they have to be uploaded by the district office so please do not wait until the last minute to utilize this method of communication.
- **Paper Flyers**- email Claire and Mr. Armbrister for approval and printing at least ONE WEEK IN ADVANCE. Please include:
    - The flyer (PDF is best) which includes the name and contact information for the coordinator in charge of the event
    - Dates you want the flyer to go out

There being no further business, Erin Kice called for a motion to end the meeting, a motion was made and seconded. The motion was approved without objection.

Laura Roddy adjourned the meeting at 7:45 p.m.

Respectfully Submitted**,**

/s *Julie Archer*

Julie Archer, Secretary