

President: Sarah Allen  
Treasurer: Jackie Havel

Vice President: Katherine Trone  
Secretary: Beth Beno

**PcTO Meeting Minutes**  
September 19, 2023  
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.

Attendees: Pete Marto, Beth Beno, Jackie Havel, Sarah Allen, Megan Vitrano, Jackie Oliver, Stacie Haworth, Sara Demerath, Michelle Daniels, Kari Anderson, Katherine Trone and Pau Chu Juan

Approval of 5/16/2023 minutes

- Submitted and approved

Treasurer's Report

1. Current balance \$28,233.13
2. Funds for field trips
  - a. \$4500 (\$800 each for grades 1-5 and \$500 kindergarten)
3. Principals account of \$600
  - a. Funds have not yet been transferred

Current & Old Business

1. Open Board Nominations
  - a. President
    - i. Nomination: Sarah Allen
    - ii. Motion approved
  - b. Vice President
    - i. Nomination: Katherine Trone
    - ii. Motion approved
2. Funding Requests
  - a. \$300 for playground equipment (playground balls and chalk) - Mr. Heller
    - i. Motion approved
  - b. \$275 BrainPop Junior Subscription for 2nd grade students
    - i. Motion approved
  - c. Agenda for Next meeting- Musical T-shirts

New Business

1. Commitments for This Year
  - a. Marathon of Knowledge, Read-A-Thon, **or** Raze Craze - Jackie Oliver
    - i. Largest fundraiser for the school year
      1. Will determine what needs are for the school
  - b. Square 1 Art - Megan Vitrano
    - i. Forms went home and are due October 12th
    - ii. Some teachers are completing artwork at school and some sent home
    - iii. Orders will arrive before Christmas
  - c. Restaurant Nights - Jen Layden

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- i. Pizza from Ashwaubenon Lanes
  1. Went out on SeeSaw
  2. Orders dues September 22nd and pizza pick up October 8th
- ii. Upcoming:
  1. Panda Express
  2. Sara's Gelato - to go pints
  3. January 18th - Noodles & Co
- d. Village Roasters - Stacie Haworth
  - i. 2 times per year, one before Christmas and one in the spring
- e. Chicks and Dip - Molly Schweitzer & Darien Prunty
- f. Mike's Popcorn - Megan Vitrano
  - i. February/March timeframe
  - ii. Will plan to arrange pick up at school for large orders
- g. Father + Daughter Dance - Heidi Murphy
- h. Son + One Bowling - Denise Humphrey
- i. Teacher Appreciation Week - Molly Schweitzer
- j. Fifth Grade Farewell - Maria Andersen
- k. Teacher Meals for Conference - Maria Andersen
- l. Open to ideas for additional fundraising activities
  - i. Bake Sale or purchase flowers during winter musical
  - ii. Teacher appreciation during other parts of the year
    1. 56 staff members

#### Mr. Marto's State of the School Report

- Excellent start to the year!
- STAR assessment window is happening right now
- Panorama Survey 3-5 is coming out soon
- Reading assessments are happening right now
- Pick up and drop off going smooth - Safety #1
- Grade Level Fire Safety Poster Contest starting next week
- Sept 26th - Open house 5-6:30 - Jungle Theme
  - Goal is to get families into the school, drop in and visit your child's classroom
  - Child will show you around the room
- Sept 27th - ALICE practice drill to St. John
- Sept 28th - Early Release at 1:15
- October 5-6 - 5th graders go to Camp U-Nah-Li-Ya

#### 2023-2024 Upcoming Meeting Dates

- Third Tuesday of every month, excluding December
- October 17, November 21, January 16, February 20, March 19, April 16, May 21

Meeting adjourned at 7:16