

**Meeting Minutes – September 7, 2022 – 11:30 AM**

1. Attendees: Jamie Farber, Rebekah Spoelhof, Theresa Sacharski, Colleen Fuelling, Amanda Tank
2. Ranger Rock Out
	1. Sponsorships: Currently at $4750
		1. Theresa will follow up with:
			1. Ada Pediatric Dentistry - $1000 last year
			2. Miller Orthodontics - $500 last year
			3. Mindful Counseling - $500 last year
			4. FH Chiropractic - $500 last year
			5. CBCS Therapy
			6. Mitten Kids Dentistry - $350 last year
		2. Don’t need to follow up with Midwest Filter as they are done
		3. Letters sent out on 8/30 so should have received by now
		4. Lower than last year’s $5900
	2. Have a fire truck come?
		1. During the full school lunch or at the end of the day
	3. Stations have been approved by Mrs. Hoeksema:
		1. Obstacle Course - Impact
		2. Dance Station - Hillary
		3. Self Portrait - Kendra
			1. Could run multiple at the same time
			2. Use rolls of white paper
				1. Need people to draw frames
		4. Rock Painting - Rebekah
			1. Rebekah will get supplies for this
			2. Paint pens are better, but very expensive and don’t last long
			3. Buy large paints and use them to fill little cups
			4. Will be clear coated
		5. Orbeez - Rebekah
			1. Rebekah can order these
			2. Mrs. Hoeksema wanted a team building for them to find stuff in there to put a puzzle together
				1. Ada Pride 5
				2. Harder puzzle for older kids
		6. Snack - ???
			1. Applesauce, banana, popcorn, water, cut apples
			2. Skinny Pop and Water for Field Day
			3. Try to hold in the middle of the stations?
		7. Hill/Walk
			1. Use signs and paint to make the course
			2. Hide special signs in there
				1. Teachers submit photos to Google drive and special treat for so many points
				2. Brainstorm ideas

Take a class picture with your eyes closed

Find your class’s sign

Do 10 jumping jacks

Do disco dance and other well-known dance moves, running man, air guitar

Bucket of photo props

* + - * 1. Have 10 special signs
		1. Foam
		2. Large Yard Games
			1. Colleen looked into custom cornhole
				1. $300 for a custom cornhole set from James Torrey

Have it for homecoming on 10/14 or 9/30?

He said it could be done pretty quickly

* + - 1. Theresa has a WMU cornhole that can be borrowed and we can reach out to others to borrow
			2. Multiple classes at this station to cut out other stations
	1. Schedule
		1. 15-minute sessions with 5 minutes passing
		2. 2.5 hours for the younger grades (9-11:30)
		3. Lunch 11:45-12:30
			1. Do all school picture as classes come out
			2. Lunch is normally 20 minutes
			3. Jason LaFontaine and Chad Hughes cannot do emceeing, so we can just play music
			4. Bring your own or get a cold lunch
				1. Will need an order form
			5. Volunteers can have lunch
				1. Pizza or Jimmy John’s (won’t deliver)
		4. 2 hours for the older grades (12:45-2:45)
			1. Only 6 groups, so don’t need 9 stations
				1. Remove Orbeez, Snack (at end)
			2. Chalk – Don’t let them run through several times
		5. End of the day, all classes come out:
			1. Sliming of Mrs. Hoeksema, Mr. Skinner, and Mr. Rick
			2. Marching band at 3:00
				1. Have home game that day and jazz band at the end of the day
				2. Drum line and enough kids for the fight song to sound good
				3. Can order pizza for kids if they need to be fed because back to school at 4:00 for pregame
		6. Jamie will work on schedule
	2. Need volunteers
		1. Only volunteers are allowed to attend and only at their station
			1. Need to have some order to it so entire families aren’t attending
			2. Volunteers can’t follow their child
			3. Amanda will be taking pictures
				1. Would be nice to get a professional photographer for an all-school picture
		2. Need to fill out the Forest Hills volunteer form
			1. Send list of volunteers to office to check
	3. ECSE will probably want to take part in some activities
	4. Amanda is overseeing sign orders
		1. Jamie will get order forms printed
		2. Due 9/21
		3. Mrs. Hoeksema will put in newsletter
		4. Amanda will contact the sign company
		5. Sponsor signs might have to be sooner since they need to be up the week of the walk
	5. Jamie will reach out to Card My Yard
	6. Envelopes are being printed.
		1. Rebekah can pick up on Friday to go home that day. Need to be taken to classrooms.
		2. May need to push back closet organization to do envelopes instead.
			1. Rebekah and Colleen can sort envelopes
		3. Online option for donation: PayPal and Venmo
		4. Start counting money on Monday
		5. Won’t be doing drawings from the prize treasure chest until Friday
		6. Do a thermometer again this year
			1. Can use paper from the library
			2. Jamie will update after counting
			3. Rebekah will look into making this
			4. Will struggle to hit $19,000.00
				1. If we don’t hit our goal, what do we do with the slime?
	7. Assembly
		1. Mrs. Kemppainen is working on the script
		2. Need to find volunteers for the Ranger for Friday
			1. Jamie will post on Facebook
		3. 3:00 PM on 9/9/22
	8. Need to replace our speaker
		1. Jamie can look into this
1. Homecoming – 10/14
	1. 4th graders will be walking in the parade
	2. PTO is covering the candy
2. Room Parents - Colleen
	1. Halloween Party
		1. Can be Halloween themed if there’s an alternative Harvest Party
			1. Will need support for this
		2. Held on October 31st
		3. Need to check with other schools about parents being allowed
		4. Unknown if there will be an all-school parade
	2. Colleen will need to schedule room parent meeting
		1. Used to do the day of the walk, but we’ll be busy all day, so we probably just need to pick a day
		2. Mrs. Hoeksema usually comes
		3. Need to go over GLI guidelines
			1. Using “families” instead of “parents”
			2. Can’t keep asking for money (4th grade is a little bit different)
	3. 4th grade can get out of control
		1. Several years ago, Kim and the teachers told them to stop trying to up the last grade. End of the year gift was tickets to Janet Jackson, overnight at Amway, and subs for the next day.
		2. End of the year parties wanted to be taken off site
		3. It’s only 4th grade, so try to pull it back
	4. Need 4 room parents still
		1. Jamie was going to email these classroom parents
3. Treasurer
	1. $1000 in Target gift cards scam
		1. Have filed police report and a fraud report with bank and Target
		2. Waiting to see what the bank will say (up to 60 days)
	2. Amanda and Jamie will be meeting with Alison
		1. Alison has still been reimbursing from Venmo and PayPal
	3. Last balance as of 8/27: $13,055.54
		1. Do not know which stipend checks have cleared and which haven’t
		2. Have a bill for $970 for popcorn machine and cart that need to be paid
	4. Amanda can handle reimbursements through PayPal
	5. Need to get Grant forms out to staff
		1. Colleen and Jamie will work on this
	6. Rachel Udy – Kindergarten classroom aide
		1. Would like $50/month as treats for staff every month
4. PAC - Colleen
	1. First meeting is 9/19
	2. Add a virtual drop box where people can submit ideas or things they want brought up to the Admin
	3. Colleen will make a Google form and Amanda will link it to the website
5. Fundraisers
	1. Theresa hasn’t heard from Melinda at Koetsier’s yet
		1. Jamie can talk to her in person
	2. Whole Foods – 1% goes to school – Rebekah will look into it
	3. Tea Fundraiser done in the past
	4. Pura Vida bracelets in school colors
6. Woot Woot Wagon (Treats Trolley, Sunshine Cart)
	1. Cart that goes around the school
	2. Have families sponsor it through sign up genius
	3. Puts the onus on families and if it doesn’t happen, it doesn’t happen
	4. Nice for other families to go around and get to know the staff
	5. Jamie will talk to Mrs. Hoeksema about this
	6. Could be seasonal

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**Next PTO Board Meeting: Wednesday, October 5th at 11:30 AM**

**Next General PTO Meeting: Tuesday, September 13th at 7:00 PM**