Meeting Minutes

10/8/2026 ⏺️ In Person
Executive Committee Meeting: 9:00am
General Meeting: 10:00am

Attendance		
Executive Committee	**Staff**	**Members**
Jenn Buckley Kayla Anderson KC Lepping Sarah Grimm	Erin Kay Dr. Coffman	12

Executive Committee Meeting

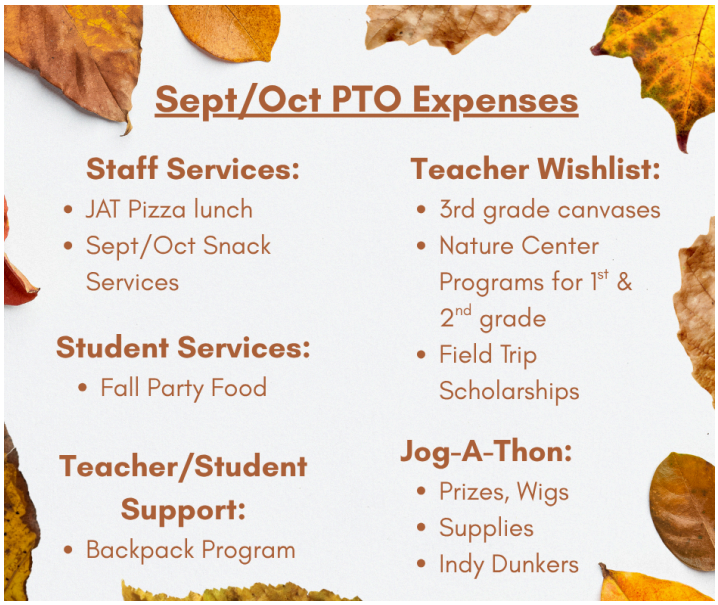
- **President Update**
  - School Directory
    - Add to newsletter. Gives people the option to participate.
    - Last year Erin and Lindsey spearheaded the project.
    - Jen will look into it and we will include it in the newsletter
- **Budget updates- KC** (image below)
- **Leadership Succession Plans**
  - Treasurer- Sarah Malito to take over 2027
- **Jog-A-Thon Follow Ups & Questions**
  - $34,863.98
    - Corporate sponsor check was $1,629.15
  - Discussion on if we send out a survey? Will hold off this year.
  - T-Shirts Could be covered via school supply fee or other funds Dr. Coffman has in mind.
    - SG will send the cost per t-shirt to Dr. Coffman (done)
  - Glow Party Process Procedures (Kemen, Ledman, Masters)
    - 10/30- SG will follow up on email Erin sent to teachers (done)
    - In makerspace, 30 min
    - Bowling, ring toss, coloring with highlighters, popsicles
      - Need bowling and tonic water
  - Popsicle Party- Recess
    - Tell teachers where they are.
    - SG will follow up with teachers (done)
- **Carnival: Need someone to shadow Josie**
  - Crystal Coleman
  - Need someone to take on Silent Auction
    - Qtego or Zeffy this year. Last year we had issues with Zeffy. It didn't close out.
    - Biddable or One Cause are other options to look into

- **Playground Renovation**- Erin
    - share renderings
    - Shared with Dads Club and PTO today
    - Will have 4th grade focus group
    - Board approved we can go to bidding
        - Legally we have to take the lowest bid. Has to be a reputable company
        - If everything begins on time, could begin in spring of 2027 and conclude in fall of 2027
            - Will have alternative playground during some of that time
    - Playground will be 20 years old in '27
    - Eagle feels like park over playground
        - Could be opportunity to sponsor a tree (more below)
- **Sprouts for 2nd Grade**?
    - Around $2,000
    - PTO can fund this year. See how it goes and if we want to move forward next year, we will write a ZEF grant to cover for 5 years with support from Dad's Club and PTO
- **Legacy Project for 4th Grade**
    - Circle City Trees
    - Could do 1 per class
    - Can open it up to families to sponsor a tree for the new playground.

General Meeting

- **School Update- Mrs. Kay**
    - Field Trip Week
        - 1st- STEM Connection
        - 3rd Grade- Zoo
    - Tomorrow- end of Q1.
        - Teachers have until 10/25 at 8am to submit report cards.
        - 10/28- report cards on Power School
        - Been a great quarter!
        - Great work with JAT
            - Indy Dunkers came last Friday and it was loud and so fun! The kids were SO excited.
    - Playground Renovation
        - Packet of Info/Renderings was shared (LINK)
        - Feedback for design
            - The teacher's focus group took a playground tour. Took pictures of what they linked
            - Family Survey
            - PTO and Dad's Club
            - 4th Grade Student Focus Group
        - The lifespan of a playground is 20 years. Ours will be 20 in 2027.
        - Erin is working with an architect.
            - Equipment may not be exactly what we see.
                - Example: Eagle zipline is on a slope. Union doesn't have the grading & it's a significant expense to add. Lower expectations because our will be different but amazing
        - There will be opportunities for different types of play and meet all students' needs.
            - Physical challenges, quiet passive play, social play, imaginative and exploratory play
            - Some cement space will go to turf, durable playhouses installed
        - Questions
            - Do other schools renovate playgrounds the same way? Are we the first?
                - Erin spoke with Eagle and Boone Meadow. Both used very similar processes.

            - Are we paying attention to accessibility?
                - Safety and accessibility is the umbrella for the entire project
                - Not everything will be for everyone, but there will be opportunities for everyone
                - Examples: Ground cover allows for accessibility as well as spinner. Slides don't have a big gap to ground, primary climber and rock climber have spaces to go under and into as well as up. Mound steppers are accessible based on ramps
            - Will the Gaga ball pit stay?
                - Yes. Will stay where it is.
            - Shade & trees
                - Shade in center of playground
                - Shelter stays- Picnic tables will be replaced with polywood
            - Timeline for completion
                - Getting bids now. (required to take the lowest price from a reputable company) Will have a competitive group.
                - When bid is selected, go back to school board with cost
                - Once approved by board, work on scheduling and production
                - Once scope is finalized:
                    - Could be late spring before we see motion
                    - Risk management will review and insurance approval
                    - Work with town on drainage
            - Interest in collecting caps for a bench in 2027
            - Goal is August of 2027 (Dr. Coffman)
- **President Update- Jenn**
    - **Approve meeting minutes from 9/3**
        - Seconded- KC Lepping
        - Approved, no opposal
    - **9/11 PTO Leadership Council Update**
        - Early Learning Center on target to open in August 2027
            - all preschool classes will move to this building
        - Union, Stonegate, ZMS 20 year old - updates are in the works
        - School SRO grant approved to support officers in schools
        - ZCS is #2 public school and #3 in state
        - **Referendum**
            - 61% of parents are registered to vote.
            - Zionsville early voting locations start 10/24 and Lebanon Courthouse is open now
            - Dr. Coffman is happy to meet where 2 or more are gathered to discuss
            - Committee campaigning for effort- mailers will continue this month
            - Concern with complacency and confusion around the wording of the question as well as referendums in districts around us.
                - ZCS referendum only supports teacher salary and benefits
                - ZCS Question is #3 The wording is very misleading. Average increase is $7.10. Calculator on Yes for ZCS website.
                - School board members, Dr. Coffman and CFO are happy to answer questions anytime!
        - Kindy Club was new- Yard signs for new kindy
        - Classroom Grant- sent 17 Speech Language pathologists to go to conference
        - ZEF Bash 11/7
    - **Parent Connect scheduled for 11/10**
        - More info after fall break. Will be in evening
- **Treasurer Update- KC Lepping**

- 

  - Spiritwear and JAT Committees will update totals
- **Mum Sale Update- Laura Rice**
  - $2,774
- **Jog-A-Thon Update- Sarah Grimm & Melanie Coy**
  - $34,863.98 total
    - Students raised $33,234.83
    - Corporate sponsor check was $1,629.15 (union raised
    - Most we have raised. Lower student enrollment
  - Feedback
    - More cowbell
    - Like sticker for shirt vs. mark on shirts like other schools do
    - Do we need to tally laps?
      - Families count laps and give
      - Avoids issue of comparison and special needs
      - Helps regulate water breaks - need for some
      - Used at Girls on the Run- own personal journey. Go for your PR.
      - Solutions: remove laps on certificates? Prepare students for PR/personal best prior to event. Girls on the Run workbook would be a good reference. Angie Fritz can send these messages with the kids at wellness.
    - Positive feedback on 4th grade tent captains
      - add line for $100 for budget
    - Do 2 grades at a time!
    - Pep Squad supplies- keep away from kids- we lacked volunteers .
      - Email Moe Beartu- Assistant Principal- Senior Release Period. Students who have blocks in their day to help volunteer in some capacity. Use for servie hours for the NHS.
    - Note to volunteer at different time than when student run
- **Room Parent Update- Brooke Williams**
  - Going well. Reach out with questions. Fall parties tomorrow
- **Family Fun Night- Lindsey & Bill True**
  - Dine to Donate Updates
    - Shake Shack- $548.99

        - Positive feedback received and ease/crowds
        - Will try Culvers again. Revamped their processes. Will work on messaging
        - Next one will be in March

- **Staff Services- Ashley Lopresto**
    - Snacks in afternoon after fall break
    - November- lunch for conferences. Grab and go items and extra snacks.
- **Snack Services- Sarah Malito**
    - Delivered this week for October and plan to refresh after fall break
- **Book Fair- Stacy Thompson & Brie Johnson**
    - 11/16- Will push after fall break
    - Ewallet dollars remaining will automatically be added
    - New DogMan and Diary of Wimpy Kid
- **Union Express- Natalie Wilson, Jena Cryder, Sarah Mailto**
    - Kickoff today at 12pm!
- **Spirit Wear- Jena Cryder**
    - Shop closed on Tuesday
    - Sold $1,800 more than last year's sale.
- **Mables Labels- Alex Williams**
- **4th Grade Celebration- Alex Williams & Lauren Robinson**
    - In the planning phase
        - Student gifts are school supply focused. Use the library to engrave pencils. Im a union star special case and locker magnets for starter kids for middle school, Celebrate last recess
        - option to purchase yard signs.
        - 4th grade will leave gift to each class- Signed kickball
        - Playground/BBQ -look at Costco or Dad's Club
        - Volunteers- 3rd grade parents, highschool etc
        - Photobooth was recommended as a fun activity and keepsake
        - Exec discussed legacy tree gift
- **Carnival- Josie Klink**
    - Crystal Coleman is on board to help and take over next year
    - Looking at new silent auction software because we had issues last year
    - Need silent auction chair

- **Next Meeting 11/5 at 7pm- virtual**

Meeting Minutes

9/3/2026 ⏺️ Virtual
Executive Committee Meeting: 6:00pm
General Meeting: 7:00pm

Attendance		
Executive Committee	**Staff**	**Members**
Jenn Buckley Kayla Anderson KC Lepping Sarah Grimm	Erin Kay	25

Executive Committee Meeting

- School Update- Mrs. Kay
- PTO Leadership Council Update- Meeting on Sept 11th
    - Jenn & Kayla will attend
- Budget Updates – KC
    - Will vote budget in this meeting
- Teacher Wishlist items
    - Request for Sprouts healthy cooking program as a culmination of the 2nd grade Wit & Wisdom eating healthy unit
        - 75 students in second grade and $25/student $2,250.
        - Spring/Q4
        - Sprouts would come to Union.
        - The Field Trip Budget is $4,500, but we haven't used the entire budget in the past and the Teacher Wishlist has $10,300. Could we split it?
        - Sustainability is a concern
        - Keep on the table
    - Purchases: Picasso Tiles, chair bands, step stool.
- Leadership succession plans
    - Treasurer- Alli McKeon and Sara Mailto are prospects
        - NoteL: Bylaws say go from chairs to exec roles.
    - President
- Contact with Chairs
    - Add VP to touch base with all chairs at the beginning of the year so they know expectations
- Should we do another Parent Connect with Mrs. Karnuta?
    - Yes
- Union Express
    - Mrs. Masters is taking over. Will she continue the tradition?
- Carnival is now April 9th
- Spotlight Night
    - 2027- Need to start planning because it is so much work
    - Feedback- know theme a year in advance so they can think, plan and have ample time to prepare

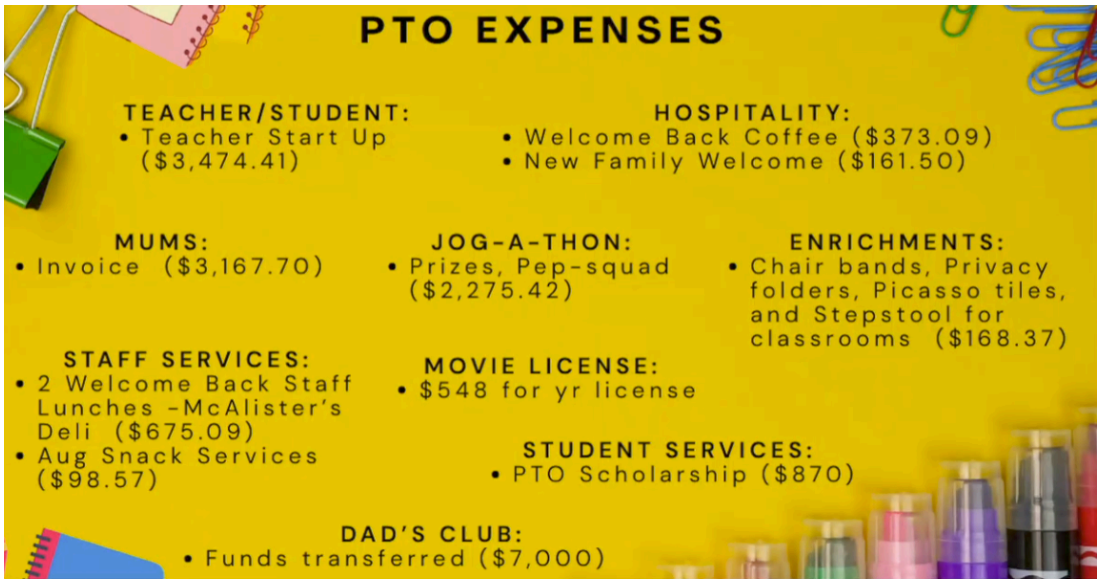
    - What does spotlight night do for the school? An event to celebrate reading. Kids read a certain amount of books to get their ticket.
        - It started out celebrating reading and evolved to stations. Since Erin has been here it's been a complete revamp of the school. A lot of work for an evening. Scale back the idea that every inch of the school has to be decorated and focus more on the experiences we provide
        - Thinking we should have an experience in all the pods and the gym.
        - Lauren and Alex expressed interest in doing it.
- Other things to discuss
    - Minted fundraiser kickback
        - 20% off for supporter, School gets 10% back
        - Erin will check with Rebecca regarding Minted. ZCHS had a past hiccup
    - Can & can'ts for sponsorships
    - JAT & Faith- One ZCHS cheerleader can come to lead Faith and some friends, driving Power Wheels in grass.
        - Make the track wider if the car is an option
        - Concern was addressed about fairness
    - Add pop up to Shake Shack app- would you like to support
    - Implement Spirit Week the week of JAT

Action Items

- Erin- meet with Hope and confirm the JAT accommodation plan.
- Erin- reach out to Kelly Masters about Union Express (role & tradition)
- Erin- Contact Dr. Coffman regarding Minted kickback
- Jenn- Reach out to Mrs. Karnuta about interest in Parent Connect
- Jenn- will contact the True's about Shake Shack promotion (done)
- SG review Bylaws (after JAT)
- SG- Request spirit week flyer from PVE JAT (done)

General Meeting

- **School Update**- Mrs. Kay
    - End of the 5th week of school!
    - NWEA scores coming out this month
    - Dad's Club off and running.
        - New Event: Football tailgate 9/11 5:30pm
    - Field Trips: All grades take a fall field trip in October
        - Kindy- Dull's
        - 1st- Stem Connection
        - 2nd-Conner Prairie
        - 3rd- Zoo
        - 4th- Camp Techumpsa
- **Budget Update**- Treasurer, KC Lepping
    - Vote in budget for the year
        - Motion passed



- Mum Sale- Almost $6,000 in sales and $2,700 in profit.

- **Mum Sale**- Laura Rice
  - 9/11 430-630
  - Jones will drop off mums at 3:30pm- need help unloading!
- **Jog-A-Thon-** Sarah Grimm and Melanie Coy
  - Sponsorships done.
    - $12,105 Union, $28,150- All schools.
  - Student Fundraising Update
    - 25% to goal. Raised $5,078.00. Goal is $20,000.
  - Prizes
    - Call for prize donations- Contact Sarah or Melanie to donate
    - The teacher wig order is in process- Student/Teacher wig (or crazy hair) day is a prize for hitting school goals.
  - T-shirts ordered
  - Volunteers needed!
  - Pepsquad implemented**:** supported by Coleman Automotive. The goal is to elevate student and parent morale and experience.
- **Room Parent**- Brooke Williams
  - 38 volunteers. Things are going great!
- **Family Fun Night**- Lindsay and Bill True
  - Dine to donate- Sept 17th, Shake Shack 10am-10pm
  - Post to social media
  - Will follow up with Culvers
  - Lindsay will print flyers to send home and inquire about flyers for at Shake Shack day of
- **Staff Services**- Ashley
  - Hot Box ordered for JAT
    - 3 pick ups so pizza is warm
  - October- Light fall treat, dessert day
- **Snack Services**- Sarah M
  - Stocked collaboration room and teachers lounge
- **Book Fair**- Stacy and Brie
  - November 16-20th
  - November 19th- evening shopping and Related Arts Night
  - November 20th- Dads Club is hosting Pottery Painting

- **Union Express**- Natalie
    - Mrs. Masters is taking over for Mrs. Munley
    - Jenna, Natalie, and Sarah M. will be supporting her
- **Spirit Wear**- Jena Cryder
    - Waiting in limbo from the print shop for images.
    - Goal: order forms out this fall
- **Mables Labels**- Alex
    - Label Day Sale for Labor Day Weekend
- **Carnival**- Josie Klink (new date April 9th)
- **Spotlight Night**
    - a massive, immersive reading celebration and school transformation event held once every three years. Students complete a special reading goal or challenge set by the school to earn their exclusive ticket to the event
    - We would like to focus more on experiences vs. decorative transformation this year.
        - Feedback shows that we have evolved to spending a lot of time and money on things that get thrown away.
    - Past successful experiences: An Illustrator, Hedgehog Hannah, Mindy Murdock with Nature Center shared about bats
    - Can plan a separate meeting to discuss further

Next Meeting: October 8th, 10am @ Union Makerspace

Meeting Minutes

8/13/2026 ⏺️ 10:00am

Hussey-Mayfield Memorial Public Library- Zionsville Branch

Attendance		
Executive Committee	**Staff**	**Members**
Jenn Buckley Kayla Anderson KC Lepping Sarah Grimm	Erin Kay Laura Christie Dr. Coffman	27

- Welcome & Intros
- School Updates-
    - Mrs. Kay, Mrs. Christie
        - Open door- come talk anytime
        - Shared school stats. Success bc of supportive families, teachers & community
        - Newsletter sent weekly Sunday
        - Lunch visitors link opens after Labor Day
        - 9/28 Eagle Fest
        - 9/11 Dads Club Football tailgate
        - 9/25 JAT
    - Dr. Coffman
        - ZCS Referendum up for reelection this November
            - See school website (under finance tab) for more info
            - Vote Yes for ZCS
                - Z'ville receives the least amount of funding per student
                - Referendum can be used for things like school buses and SROS. ZCS only uses it for teacher salaries
                - 1 in 3 teachers are funded through Referendum
                - All specials, Kindy, language, music, art, Project lead the Way
                - Only 61% of people are registered to vote.
                - Tax Calculator- enter the assessed value of home and will tell you what the difference is each year.
                - By law we can have referendums for 8 years but can only ask to renew them on odd years, so we need to do it NOW because we can't have a gap year.
                - We want to maintain what we have. We are not asking for anything additional
                - Necessary to keep small class sizes
                - What has happened when the referendum has not passed?
                - Put 42 kids in 6th grade math class

            - PE classes over 60 kids in middle school
            - cut world language
        - Register and Vote
- Budget Update- KC
    - School district lowest funded in state
    - $70,000 budget/year
    - Sources of revenue
        - JAT- largest fundraiser
        - Carnival & Auction
        - Book Fair- 2x year
            - Scholastic dollars to purchase books, classroom supplies
        - Mums
        - Dine to Donate
        - Box Tops for Education
        - Mables Lables
    - Where do the funds go?
        - Teacher start ups
        - Ongoing Teacher Wish Lists
        - Student Grants (buddy bench, sound Garden, outdoor play kitchen)
        - Classroom Literacy Materials, STEM, Outdoor, Music, Recess Equipment and materials
        - Ongoing education
        - Staff Services (meals treats, lunches for teachers to show appreciation)
        - Union Express
        - 4th Grade Celebration
        - Backpack Program
            - fights food insecurity over weekends and long breaks)
        - Supports Dad's Club
        - Family Game Night
        - Spotlight Night
            - Hosts Every 4 years
        - Kindy Roundup
        - New Family Welcome
        - Welcome Back Coffee
    - Scam Warning
    - PTO is Tax Exempt
    - Be mindful of delivery fees when ordering
    - Don't Pay out of pocket
- Committee Chair Updates
    - Book Fair- Stacy and Bri
        - 2 book fairs this year
        - November 16-20 is the fall book fair
        - Looking for volunteers to commit to half day and or full day.
    - Mums- Laura
        - Place orders by 8/21
        - Pick up 9/11 at baseball fields
        - Look for signup genius coming out soon
    - Jog-A-Thon- Sarah & Melanie
        - Description of event & Date

        - Collectively raised $38,150 in sponsorships (exceeded last year total by $8,050)
            - 15 new businesses supporting!
        - In the process of ordering shirts, soliciting donations for prizes and preparing for our JAT Kick-Off at school on August 25th.
        - How can you help?
            - Join the Pep Squad- (role for everyone)
                - Leading up to the event and or day of
            - Neighborhood Sponsorships
            - Donate Prizes (Cash, family experiences, gift cards, tickets, games and toys that promote healthy lifestyles and kids would get excited about)
            - Help your student brainstorm your circles of who they can ask (grandparents, neighbors, friends, relatives etc)
            - Sign up to volunteer day of!

    - Union Express- Natalie/Jena/Sarah
        - Unions mail service
        - Practice writing & reinforce literary skills
        - Parents, grandparents
    - Room Parents- Brooke
        - Meeting August 26th, 10am
        - Give monthly gifts to teachers
        - Star Professional
    - Spirit Wear- Jena
        - Orders come out in September
        - October deliver
    - Staff Services- Ashley
        - Need help picking up food
        - Let us know if you have a connection to local restaurant
        - Snack Services
    - Hospitality- Lauren
    - Family Fun Night- Bill & Lindsay
        - BINGO last Friday in Feb.
    - Dine to Donate- Bill & Lindsay
        - September 17th
        - Looking for restaurant
        - May 5th will partner w/ Staff Services to provide lunch for teachers too
    - Carnival- Josie
        - Old tradition that got revitalized last year
        - April 16th
        - Looking for chair next year
            - everything is written out so just rinse and repeat
            - Auction- tag team w/ auction chair
        - Uses MS and HS students as volunteers as well as some parents
    - Mables Labels- Alex
        - Ongoing sale
        - New Custom Z”ville Logo Label Pack
- Questions & Comments
    - Get your background checks in!
    - New email address

Next Meeting: 9/3/26- Virtual

In Person (6:00pm)

Executive Members in attendance: KC Lepping, Lindsey Miller, Jenn Buckley, Kayla Anderson, Rebecca Rozich

Administration in attendance: Erin Kay

Items to discuss
- Exec Board Open Position- secretary (will vote tonight during general meeting)

Budget Update
- Need to buy shed (school can possibly pay for %, PTO pay for %) for outdoor classroom needs

Student Grant for Zcamp
- Approved to donate

Grants
- Kindy Playground-
    - Will order mud kitchen when back in stock
- Recess Equipment
    - New balls bought
    - Activity cart for adaptive needs on the playground (1st grade recess)
        - outdoor needs/playtime/speaker
- Library furniture- paused for now

PTO Meeting 5/21/2026 (General)

In Person (7:00pm)

School Update- Mrs. Kay
- Talent show rehearsal happening
- 4th graders having celebration next week
- 4th grade honor walk on last day of school (PTO to coordinate with parents to chalk the walk)
- Field Day next week
- Senior walk through

PTO leadership council update - Lindsey Miller
- testing is a datapoint
- constant changes with teachers/student ratio
- referendum update/reevaluations

Budget Update- KC Lepping
- Handouts given

Committee Chair Updates
- Book Fair
    - Thank you notes from kids
    - Kids loved the BOGO
    - Over $8,000
    - Able to get teacher wishlist items
    - Possibly doing 1 book fair next year or condensing the book fair for 30 mins/class
- Open positions
    - Secretary is Sarah Grimm (voted in)
    - Staff Services
    - 4th grade party (Alex and Lauren)
    - 1st day school supplies (Natalie Wilson)
    - Mums (Melanie Coy)
- 1st Day School Supplies update
    - 80 kits sold currently

    - Orders due June 15th
- Jog a thon 9/25/26
    - Total so far for sponsorship is $14,000 for now
- 4th grade party updates
    - Tuesday 5/26 4-6 pm

PTO Meeting 4/9/2026 (Board Members)

In Person (9:00am)

Executive Members in attendance: KC Lepping, Lindsey Miller, Jenn Buckley, Kayla Anderson

Administration in attendance: Erin Kay

- School update- Mrs Kay
  Budget Update-
    - approved Cinderella dance- waiting for invoice
    - 3rd grade teachers inquiring about funds for items for specialty animal projects
    - Microphones will be supplied by the district/ high school PAC
    - Aprons for cafe staff- Dad's Club will purchase
    - $150/month will be used for snack services for the remainder of the year
    - Quote for library furniture- $23,195.00- KI Furniture
        - plan is to try to cut back on items a bit to reduce the cost
        - bookshelves for graphic novel overflow $4,063.20
            - Mrs. Kay will use equipment money for this
        - $5,674.90+- furniture for starbooks area
        - Seating around column-8 pieces- $12,896 2-tier seating (Mrs. Lursen's preference)
    - $2,000 moved over for Spotlight Night

Carnival- 0 volunteers at this point

- Bourbon or wine sales cannot be promoted on any Zeffy listing that Mrs. Kay sends.
- QR code is not working on flyers that were sent home.
- 2 laptops for check-in

Student Grants- no additional requests

- Kindy- lockable sports cart and new basketball- Kindy teachers approved
    - issue with locks outside and vandalism
    - $493 for balls and cart
    - Playground extension area- stepping stones, mud kitchen, sensory path, sandboxes
        - kindy teachers do not want sand box, but all else approved
        - $4,000-$6,000
        - Reach out to Alex and Sarah to ask if they would like to present to PTO with kids involved.
        - Need approval through school board due to dollar amount

PTO Meeting 4/9/2026

In person (10:00am)

Staff Services-

- Do we have firm plans?
- Are the puppies coming?
- Costco dinner with donated salad kits
- Tuesday, May 5th- Hotbox pizza for teacher lunch to support dine to donate
- Wednesday cake from Mrs. Kay with a stadium blanket gift from Mrs. Kay

School update- Mrs. Kay

- 7 weeks left of school
- PTO carnival- April 17th
    - volunteer sign up
    - buy your tickets
- Saturday, april 25th- spring spruce up with zones
- Scholastic book fair april 27th- May 1st
    - evening shopping- **Thursday, April 30th**
    - Learning Showcase open house
    - Community Cultural share in cafeteria with tables set up for families
- Music - 4th grade musical May 14th- 15th parent performances
    - 1st and 3rd grade informances with parents coming in to watch music class
    - Kindy sing- April 23rd
- All grade levels will take spring field trips
    - 3rd grade Zionsville history tour
- 4th grade celebration- Tuesday, May 26th
- 4th grade talent show- May 27th
    - try outs to see the nature of performance, but all are welcome
- Field Day- Wednesday, May 27th
- Last school day Thursday, May 28th
- Testing season is upon us! Starting April 13th
    - 3rd/4th grade does iLearn- please make appointments around testing if at all possible
    - NWEA- only K-2 due to ILearn
    - Thank you to PTO for hosting dine to donate at Culver's! We had a great turn out. Appreciate your good spirit for longer wait times.
- Union Dad's Club tailgate- Friday, September 11th at high school football game
- Indiana Statehouse recognition - Certificate of Achievement for schools that achieve 95% or more on testing with Mrs. Abu

Budget Update- KC Lepping

- March updates- income- a few carnival tickets
- Expenses- spiritwear invoice, staff services taste the rainbow, backpack program, thank you for cafe staff for beach day, Kindy Roundup gift bags
- Teacher wishlist items- rug for Mrs. Masters, pencil sharpener, t-shirts for 4th grade screen printing
- $2,000 was moved into Spotlight fund
- Mrs. Lursen has requested furniture update- Mrs. Kay will be covering bookshelves out of equipment budget
    - looking to replace table around column with seating options

Committee Chair news-

- Family Fun Night- Culver's raised $955! Such a success
        - Potentially split up by last name for future events
    - Hotbox dine to donate is scheduled for May 5th- all day!
    - PTO will provide lunch for teachers that day
- Carnival - Josie Klink
    - Hotbox pulled out because they couldn't staff- Pi Pizza truck will be replacing
    - Food vendors have agreed to utilize the teacher tickets for $2 a ticket and then we will write a check at night
    - Kiddie Club- for smaller kiddos
    - Sensory Room for quiet color
    - Art room- clown faces and pinwheels
    - Need volunteers!! Sign up genius for adults and then for MS/HS students

            - includes donations for cake walk
            - Split into 2 segments, pre-event, and post event
        - Day of access Cafeteria occupied until 1:30
        - Tickets- for teachers in PTO closet
        - Silent auction starts tomorrow- Friday, April 10th
            - Action ends at 9:00pm on event
            - Makespace used as auction space
            - Community auction in red, Union specific in green
            - $625 collected to go towards gift card tree
                - actual ticket will be given
                - gift card tree will be placed in glass display case
                - Blue raffle ticket- for adult items
                - every person that buys a raffle ticket will get a bottle
        - 67 tickets sold, 20 for staff- headcount 202
- Staff Services
- Snack Services- Sarah Grimm
    - providing snacks in collab room and staff lounge starting in March
    - teachers are filling out link to list their preferences
    - $150 for alani, diet coke, coke, sweet and salty snacks
- 4th grade party- Chrissie Bostwick
    - 3 bounce houses
    - Kayla Anderson has a generator
    - photobooth
    - outlets in Dad's club shelter
- Union Express- Brie
    - about 3 weeks left for delivering mail
        - last day for turning in letters is Wednesday, April 29th
    - some room left in budget for one more contest
    - highlight related arts teachers- encourage students to write to RA teachers and officer Joe
- Book fair update- Kaitlin Ferries
    - April 27th- May 1st
    - Spring book fair- Buy One, Get one Free!
    - Volunteer sign ups will go out soon (after carnival sign up)
- Room Parent- Katie Hermon
    - Brooke is taking over for Room parents
    - Alex wIlliams
- Jog-A-Thon- no updates, securing sponsorships
- May 21st meeting 7pm
    - Rebecca's house in Hidden Pines
- 1st day school supplies
    - Natalie Wilson chair
- Ashley Lopresto- interested in staff services and book fair help with Stacy

PTO Meeting 3/19/2026

Virtual (7:00pm)

- School update- Mrs. Kay and Mrs Christie
    - Iread completed by 2nd grade
    - I-learn testing coming up
    - Jog a thon Sept 25th
    - Survey coming up in the newsletter for next year

        - New way for parents to look at state testing- directions will be sent out (powerschool–bus, lunch, and testing)
    - Leadership Council Update- Lindsey Miller
        - School accountability model has been approved
            - attendance and test scores will be considered when scoring schools
            - april 25th 6-8pm to preview after prom
            - Construction at schools happening (highschool and Zwest)
            - zef is doing grant reviews for the spring cycles
            - VIP volunteers
- Student Grant proposals- new submission date April 8th
    - Budget Updates- KC Lepping
        - Screen share by KC providing budget updates
        - Gym equipment, flexible seating, watercolor supplies, books for media
        - Carnival expenses
        - Teacher/student support
        - Game night
        - Parent Connect, ordering checks, and printer toner
        - Staff services
    - Approve meeting minutes from February 4th - done
    - Committee Chair News
        - Family Fun- Bill & Lindsay True (not on call)
            - Dine to Donate- Culver's- March 18th
            - Dine to Donate- Hot Box- Tuesday, May 5th
        - Carnival- Josie Klink
            - Zeffy link has been created
            - Admission fee gets you snacks (popcorn, animal crackers, cotton candy), prizes, cake walk, balloon animals, airbrush tattoos etc
            - Food for purchase- chic fila, and stadium on wheels
                - April 17th 5:30-8:00pm
                - Silent Auction- Katie Hermon
            - Will need volunteers
        - Staff Services- Michelle Hummel
            - Taste the rainbow and pizza
            - TAW- giving ideas etc…
        - 4th grade Celebration- Chrissie Bostwick
            - bounce houses
            - photo booth
            - minute to win it games
            - dairy queen
            - yard signs
        - Jog a thon - sept 25th
            - working on getting sponsorship letter
        - 1st days of school supplies- Kickoff is April 1st, can order thru July 1
    - Roles for next year?
        - Shadow for silent auction
        - 1st day of school supplies
        - Staff Services "big weeks", monthly treats, snack services
    - Any other questions or concerns?
    - Upcoming Meeting Dates:
        - April 9th- 10:00am- Makerspace
        - May 21st- 7:00pm- Location TBD!

PTO Meeting 3/19/2026 (Board Members)

Virtual (6:00pm)

Executive Members in attendance: KC Lepping, Lindsey Miller, Jenn Buckley, Rebecca Rozich-Kusmierczyk

Administration in attendance: Erin Kay, Laura Christie

- No more enrichments sent in
- Mrs. Lursen would like some new furniture in the media center
- Requests coming in from Mrs. Masters and Mrs. Boggs as well
- Microphones for the musical
    - Wishlist items approves
- Kokomo beach day- lei's and slushies?
- Recapping Dine to Donate- Culver's
- Staff services update from leadership council meeting
    - met with other elementary schools to see what % goes to staff services

PTO Meeting 2/5/2026 (Board Members)

In person (9:00am)

Executive Members in attendance: KC Lepping, Lindsey Miller, Jenn Buckley, Rebecca Rozich-Kusmierczyk

Administration in attendance: Erin Kay

- School Update (Erin Kay)
    - Global day of play 2/6
    - Parent connect 2/10
- Budget Update (KC Lepping)
    - $1,000 received from Vawter Foundation and United Charitable
    - Staff Services budget
        - We need to have a better guideline and plan in place for what they are spending
        - No last minute communications- need a 48 hour notice
        - Need to scale back pitch-ins
        - Providing snacks/coffee for Mrs. Abu's collaboration room (will ask Mrs. Abu what she needs)
        - Providing snacks for staff meetings
        - Snack services $1,000
- 4th grade party- lead by Chrissie Bostwick
    - Possibly do it during school?
- First day school supplies will be ordered

PTO Meeting 2/5/2026

In person (10:00am)

- School Update (Erin Kay)
    - Global Day of Play 2/6
    - Parent Connect 2/10 6-7pm
    - Friendship week next week
    - Valentines Day Parties 2/13

    - Do Days happening in March
- Lindsey Miller
    - No leadership council update
    - ZEF doing eagle honors program
- Budget Update (KC Lepping)
    - Enrichments provided- 1st grade mime, teacher wishlist items, and Kleenex for all staff
    - Teacher support- Teacher startup Mrs. Bjork (for Mrs. Luke)
    - Staff Services- Monthly gifts (giftcards), staff potato bar, gift wrapping supplies
    - Fundraising- $84.30 box tops for education, $1,000 from Vawter Foundation & United, $300 in Zeffy donations for the carnival
    - Staff services budget increase (approved)
    - Snack services (new) will start now
    - Possibly 3 line items (snacks, meals, and appreciation week)
- PTO meeting minutes approved
- Family Fun Night/Bingo night coming up
- Dine to donate May 5th
- Proposal for dine to donate with culvers
- Dad's club to help with pizza for Family Fun Night
- Carnival update (Josie Klink)
    - Everything is paid for
    - What we need
        - guidance on snacks (cotton candy, popcorn, animal crackers)
        - Bake sale- will make sure we address allergy
        - Art room ideas?
        - Silent auction → gift cards, teacher experiences, art room ideas
- Staff Services (Joley)
    - They loved the potato bar
        - Starbucks being provided to cafe staff as a thank you
    - Dirty soda bar being provided to the staff after break
    - Teacher Appreciation Week
- 4th grade celebration- still planning (Tuesday may 26th)
- Sheds being ordered
- Mrs. Magoni got some grants for the outdoor garden/playground
- Union Express
    - going great-kids have loved it
- Room parent program
    - no updates
- Spirit wear
    - no updates
- Book Fair (Kaitlin Ferris)
    - April 27-May 1, April 30th will be our learning showcase night
    - Scholastic
- First day of school supplies
    - coming back to the elementary schools
    - Will be sorted by classes and delivered to the teachers
    - Program kick off April 1, need to order by July 1, will be delivered July 27th to the school
    - $500 incentive
- Elections completed
    - Jenn Buckley voted in for president
    - Kayla Anderson voted in for VP
    - Joley Steffens voted in for Secretary

- KC Lepping to remain secretary

PTO Meeting 1/15/2026 (Board Members)

Virtual (6:00pm)

Executive Members in attendance: KC Lepping, Lindsey Miller, Jenn Buckley

Administration in attendance: Erin Kay, Laura Christie

- School Update (Erin Kay)
- Budget Update (KC Lepping)
  - Improvements to school/outdoor space (carnival fundraising)
  - Creative projects that we'd like to invest in
  - $10, 277 Scholastic dollars
  - $4,000 for student grants
  - Start to include books in backpack program
- Student Enrichment grants
- Staff Services (need to find someone else to communicate with Mrs. Kay)
- Spring Spruce up
- Jack can help with the shed/installation
- Moving forward with first day school supplies (need to find a chair)

PTO Meeting 1/15/2026

Virtual (7:00pm)

- School Update (Erin Kay)
  - getting back to school has been great
  - ILEARN #2 has been completed
  - Need guest teachers
- Leadership council update
  - ZEF (eagle honors program- now thru feb 13th- you can honor an educator with a donation of $10 or more)
    - Trivia night coming up Feb 27th
    - Grant cycles currently happening for classroom teachers
    - imagine grants for professional developments
    - Student enrichment grants
    - Possibly set up a table at the carnival
  - Highschool started after prom planning
  - Senate Bill number 78 update
    - will impact middle/highschool (potentially banning cellphones)
- Budget Update- KC Lepping
  - PDF of budget will be published
  - Union express themed stationary
  - School supplies
  - Student services winter food
  - Staff services- paying receipts from winter appreciation week
- Approved meeting minutes from last month
- Family Fun night- True Fam
  - dine to donate (Culvers possibly in march, hotbox in may)
- Carnival Updates- Josie
  - Bounce houses all rented

    - 6 carnival stations ready to go
    - In great shape and way under budget

- Staff services- Lindsey and Joley
    - Lots of things provided before break (meals, coffee bar, gift wrapping station etc)
    - gift wrapping was received well
    - potato and soup bar next week
    - chic-fil-a for valentines day
- 4th grade party- Joley
    - plans are starting to go into place
- Union Express- Joley
    - Going well, encouraging parents to send in letters
    - open to more parent volunteers
- Room parent program- Brooke
    - No current updates
- Spiritwear- Jenna
    - No current updates
    - Able to purge old inventory
- Bookfair- Stacy
    - Book vending machine is in
- Student grants due on 2/4
- PTO funds backpack program and will be adding books
- Succession Plan (could change)
    - Jenn Buckley- President
    - Kayla Anderson- VP
    - KC Lepping- Treasurer
    - Joley Steffens- Secretary
- Upcoming events
    - Parent Connect Presentation- Feb 10th 6-7pm
    - Family Fun Night- Feb 27th 6-8pm

PTO Meeting 12/11/2025 (Board Members)

Virtual (9:00am)

Executive Members in attendance: KC Lepping, Lindsey Miller, Rebecca Rozich-Kusmierczyk, Jenn Buckley

Administration in attendance: Erin Kay

- School Update
    - Winter NWEA going on
    - Winter parties next week
    - Grade level activities
        - 3rd grade bookworm parties and Apollo 11
    - Need guest teachers
    - Wish list items- possible murals/updated artwork at school
- Staff services update
    - Budget is at $4,000
- Sending a newsletter with updates
- Chair reflection forms

PTO Meeting 12/11/2025

Virtual (10:00am)

- School Update (Mrs. Kay)
    - Winter parties on Friday 12/19
    - NWEA testing happening this week
- No PTO leadership council update
- Budget Updates (KC Lepping)
    - Staff Services (coffee cart)
    - Enrichments- movie snacks/apollo 11
    - Kleenex supplied to teachers
    - Student services- class party food
    - Union express- contest prize winners
    - Book Fair- invoice paid
        - Record breaking
    - Spiritwear- winter sale happening now
    - See budget sheet
    - Big Ticket items or big school needs
        - Outdoor sheds/concrete pads
        - Artwork/murals in the school (tile mosaic)
        - Student grants?
- November Minutes approved
- Union Express (Bri)
    - Things are going well! 2nd graders having fun- custom stationary made
    - 1st contest happening after winter break
- Room parent update (no chair present)
- Spiritwear
    - Winter sale happening now
- Book Fair (Stacy)
    - Record breaking year, total sales were over $18,000 (> $9,000 back into scholastic budget)
    - Sets being bought for the teachers
    - Book vending machine is on the way- decision hasn't been made about star student backlog
- Staff Services
    - Thing planned for next week for teachers- gift wrapping, coffee bar, scholastic dollars for staff members, Bibibop meal
- Family fun night
    - Dine to donate options (2 coming up)
    - Family game night
        - Operated by PTO, Dad's club split the cost of pizza
        - Gift cards/spirit wear provided by PTO
        - Need to update gaming certification
        - BINGO for Books
            - Every Union student gets a token for the vending machine
- Carnival Update (Josie)
    - April 17th (530-8)
    - Title Sponsor- Godley
    - Pay to get in the event, everything is free except food
    - Will double check with balloon animals latex allergies
    - Face painting (volunteers vs airbrush- need to get pricing)
- Nomination form will be available today through Jan 15th
- Voting will be at Feb 5th meeting- in person at 10am

    - Open positions
        - VP/Secretary
        - Treasurer (shadow with KC- step into roll 2027)
-

PTO Meeting 11/19/2025 (Board Members)

Virtual (6:00pm)

Executive Members in attendance: KC Lepping, Lindsey Miller, Rebecca Rozich-Kusmierczyk, Jenn Buckley

Administration in attendance: Erin Kay

- School update
    - Long term sub- room parent update
- Board succession plan
    - Nomination google form and chair reflection form?
    - Need to include open chair positions
- Dine to Donate
    - Panera (30% back in the month of Dec)- Could also coordinate with the staff pay lunches in January
    - Culvers
- Urban Air- Family Night in Plainfield
- Scholastic Dollars for teachers for winter gift
- Josie Klink questions regarding carnival

PTO Meeting 11/19/2025

Virtual (7:00pm)

- School Update- Mrs Kay
    - Book Fair and Related Arts night this week
    - Cardinal sewing in 4th grade
    - Creature Feature 1st grade
    - I learn check point, nwea, Indiana bday, pottery painting after thanksgiving break
    - Some teachers on leave right now
    - Updating parents about teachers on leave
- PTO Leadership Council update- Lindsey Miller
    - School accountability
    - Schools will be getting letter grades by the state (test scored/attendance goal 94% which is about 10 days)
        - Used for business and possibly new family moves
        - Not sure if it will impact funding
    - Assistant Super Intendant is retiring
    - ZEF bash was successful
    - Trivia night is coming up- tickets sell out quickly
    - Mission of “We Belong”- Be mindful about sending messages to family members, be cognizant of celebrating seasonal celebrations
- Budget Update- KC Lepping
    - Taxes have been filed
    - How funds were spent in Oct/Nov- image shared during meeting with attendees
    - Budget sheet shared with attendees
- Parent Connect Vote (Lori Karnuta Update)
    - Approved to have a session

- October meeting minutes approved
- Union Express-Brie Johnson
    - Great turn out for letters so far
    - First contest in January
- Room Parent Update- Katie Hermon
    - Questions asked and answered
- Spirit Wear- Katie Hermon
    - Waiting on invoice
- Book Fair
    - Almost $7,000 sold as of 11/19
    - Will use some scholastic dollars for the teachers winter gifts
- Staff Services(no board member present)
    - Erin speaking on behalf of staff- the staff has appreciated the things being provided so far
- Carnival Update
    - KC Lepping providing info for Josie Klink
    - We have a title sponsor- Godly Orthodontics
    - Balloon animals, bounce houses, dunk tank, reptile exhibit, cake walk etc
    - Tickets $25/family, $20 if purchased ahead
    - Raffle/Auction at the event
    - Need volunteers, possibly making large yard games (plinko), building displays
    - April 17th 5:30-8pm
    - Looking for donated auction items as well
        - Reach out to Josie if willing to help
- Succession plans and Timelines
    - Open Positions
    - First day of School Supply (need a chair)
    - Union Express
    - 4th grade party
    - Auction shadow
    - Treasurer Shadow
    - Succession Plans
        - President role- Jenn Buckley
        - VP Open
        - Secretary Open
            - Official nomination link will be sent out, will be due by January 15th
            - We will vote on February 5th during the PTO meeting
            - Voting will be anonymous and counted by Erin Kay

PTO Meeting (Board Members) 10/9/2025

In Person (9:00am)

Executive Members in attendance: KC Lepping, Lindsey Miller, Jenn Buckley

Administration in attendance:

- Board succession plan
    - When do we vote?
    - How do we vote? (online? sign up? nomination? show of hands?)
- Questions for Erin regarding teacher wishlist
    - Talk to accountant how a lump sum would work
- Parent Connect for Mrs. Karnuta (vote today?)

- We are providing teacher checks instead of collecting receipts
- Updating bylaws

PTO Meeting 10/9/2025

In Person (10:00am)

- New outdoor chair (Jolie)
- Updates from Erin (Lindsey stepping in) School update
    - thanks for JAT support
    - Fall parties Friday 10/10
    - Spruce up went well, lots of families showed up to volunteer
    - Discussion of having another spruce up event
    - Dad's club camp out this past weekend and it was successful
- JAT update- Jenn Buckley
    - Raised over $30,000! YAY!
- Budget update- KC Lepping
    - How PTO spent $ in september
        - Teacher/Student support
        - Enrichments
        - Spirit wear
        - Staff services
        - Student Services
        - Dad's club
        - PTO Speaker - Mrs. Karnuta - we have some follow up questions for her before we vote
- Staff Services
    - Provided for teachers on JAT day
    - Lunch for parent/teacher conferences (grab and go or crockpot meals)
    - Committed to provide quality meals
- Room parent update
    - Katie has just heard back from all room parents with their funds. After reviewing, it was decided that 13% of the room parent funds will go towards Star Professional budgets.
    - Katie noted that there was less participation than normal in some classrooms, however budgets are still healthy (only two classes are under $1000, the rest are all over.)
    - Brooke Williams is shadowing this year to be room parent chair next year.

- Directory
    - We discussed issues with the new google drive format:
      1. if you are not the parent who filled in the information, then the google drive is not shared with you and therefore not available to you.
      2. There are issues with parents finding the google drive. There is not a centrally located link.

- Monthly gifts
    - There are now 7 staff members under the 'monthly gifts' program so the budget is $700, not $600.

- Union Express

    - Union Express started up this week. The kickoff was last week and the second graders were sworn in as mail carriers by Officer Joe. They are submitting an article to The Current about the program which will be run in about two weeks.

- Carnival
    - Josie has her budget and the large items she is securing with that budget will be bounce houses, face painters, and balloon animals that will be free to the attending students. She is currently meeting with corporate sponsors to hopefully get them to cover items. There will be an overall charge (TBD) per family to attend carnival.
    - There will be a cake walk, tattoos, ring toss and other small games that can be managed by volunteers or groups like the girl scouts can sponsor.
    - There will be vendors like Master Yoo's Taekwondo and spirit wear clothing.
    - Food will be a la carte food trucks (again, could be sponsored)
    - We could visit the idea of paid competitions (ex: cornhole or relay race where you pay an entry fee to join competition)
    - Dunk Tank was discussed with possibly charging a low fee to participate to raise funds
    - The teacher auction will be linked to carnival. We are looking into options for if we want to do an old-school in person auction, use Zeffy for free, or pay 1,500 to use Qtego.
    - Sponsorship discussion led to the idea of possibly maintaining a binder for local/Union businesses to reach out to.

- Dine-to-Donate
    - We discussed possibly doing more dine-to-donate to cover the costs of Qtego for auction.
    - We also discussed doing a night at Urban Air as they offer 20% back to the school. Urban Air will also create a basket for auction if we ask.

- September meeting minutes were approved.

PTO Meeting (Board Members)

Virtual (6:00pm)

Executive Members in attendance: KC Lepping, Rebecca Rozich-Kusmierczyk, Lindsey Miller, Jenn Buckley

Administration in attendance:Erin Kay, Principal. Lori Karnuta, Guidance Counselor (guest)

Lori Karuta:

- Supporting parents (parenting coach)

- Parent coaching certification program has been completed by Lori (Parent connect evenings/nights)
- Focusing on building resilience in kids- talking about tools and strategies to help kids and parents
- What do we think about hiring her for our community? $300 for a 1 hour presentation
- Board members seemed to think it was a good idea (do we need to vote?)

School Wishlist

- Whalemobile for 3rd grade
- Outdoor recess equipment needs replaced/revamped

Budget Updates

- Mum sale added ($2,491)
- $2,000 in savings for spotlight

Student Supply Boxes

- Would need PTO to sign contracts

Leadership Succession Plan

- Will continue to chat

PTO Meeting 9/18/2025

Virtual (7:00pm)

Welcome to our newest chair members-

- School Update- Erin
    - About to end Quarter 1
    - Kids are adjusting well
    - Jog-a-thon coming up
    - Dad's club campout
- Lindsey Miller
    - PTO leadership council meeting
        - No students needed to be retained at Union
        - ILEARN checkpoints will start happening after fall break
        - Parent Portal for parents to log into
        - ZEF grant cycle just finished for our teachers
        - ZEF Bash Nov 8th at GCI
        - School safety updates
        - CIESC is having 2 events for parents (Sept 23/October)
        - March 5th and 7th- DO days
        - Union Directory is getting filled out
- Lindsay and Bill True- Family Fun
- Budget Update- Treasurer, KC Lepping
    - Introducing carnival
    - We are spending more than we're making
    - Profits from mum sale, dine to donate, and mabels labels
    - Action Item→ Approve 2025-2026 budget
- Jog-A-Thon Update- Jenn Buckley/Kayla Anderson
    - We're at about $15,000 now (hoping for 25,000-30,000)
    - Fun surprises for the kids
    - Still looking for volunteers
- Staff Services Update- Alex Williams
    - More frequent events but less extravagant

    - Lots of fun things planned
- Union Express- Brianna Johnson
    - Things are ready for Union Express
    - Winners announced Wednesday Oct 1st
- Room Parent/ Spirit Wear Update- Katie Hermon
    - Room Parents should be collecting funds
    - Ask teachers to remind parents to fill out the form
    - Jena will take over for spirit wear and needs access to zeffy
- Kaitlin Ferries
    - Book Fair coming up (Nov 17-21) with set up on the 14th
    - Scholastic in fall, literati in Spring
- Adopt a zone school project
    - Will send updates
    - PTO will support

PTO Meeting (Board Members)

Buckley House: 7:00pm

Executive Members in attendance: KC Lepping, Rebecca Rozich-Kusmierczyk, Lindsey Miller, Jenn Buckley

School Update:

- Open positions- We need to find shadows for the following positions:
    - President
    - Vice President
    - Room Parent
    - Spirit Wear
    - Outdoor enrichment
    - Family Night
    - Union Express
    - Staff Services
    - Carnival/Auction
    - Communications Chair (Alex Williams)
    - Treasurer (next year)
    - Secretary (next year)
- Carnival in April- April 17th

Reviewing positions in By-laws

- President/VP/Secretary/Treasurer

PTO Meeting 4/10/2025

Union Cafeteria: 7:00pm

Executive Members in attendance: KC Lepping, Rebecca Rozich-Kusmierczyk, Lindsey Miller, Jenn Buckley
Administration in attendance:Erin Kay, Principal

School Update- Mrs.Kay

- Visiting school on 4/10 (best professional day EVER!)
    - amazing feedback from the school district
- I-READ is done
    - 2nd/3rd great had great performances
- I-LEARN practice tests going on (3rd grade will take them next week)
- We have a lot of upcoming events in May

Leadership Council Update- Lindsey Miller

- Went to a leadership council meeting
- Found out about different events throughout the Zionsville schools

Budget Update- KC Lepping

- Budget still looks great
    - waiting on a few spotlight night receipts
- $ going towards kindy zoo trip, cookie walk, PTO professionals, union express, 3rd grade enrichments, paint, 4th grade musical, new family welcome night
- Change line item for field trip transportation (to *just* field trip)- hold off for now due to some legislation changes- we will revisit this
- Motion approved for She shed and deck box

Spotlight Night Wrap Up-Rebecca Rozich-Kusmierczyk

- Amazing turn out for students and for the public
- 96% for school attendance
- Budget perspective- $10,000 (under budget)
    - Focused on reusability and sustainability (many things were given to us for free)
    - A lot of the budget went to the speakers
- Possibly need to think about how to revamp the event in the future related to volunteers

Jog-a-thon- Jenn Buckley/Kayla Anderson

- Jog a thon date is 9/26
- Theme- Off to the races/Indy 500

Book fair- Kaitlin Ferries

- Happening the week of April 28th-May 2nd
- May 1- related arts night

Staff Services- Alex Williams

- Teacher appreciation updates

    - coffee bar Tuesday
    - Flowers for the teachers (each kid pick a flower)
    - Cinco de mayo tacos
    - Dads club cookout

4th grade celebration- Kellie Davis

- May 27, 4:30-6:30
    - all families welcome at 5:30
- asking families for donations

PTO Meeting 1/16/2025

Union Cafeteria 7:00pm

Executive Members in attendance: KC Lepping, Rebecca Rozich-Kusmierczyk, Lindsey Miller
Administration in attendance: Erin Kay, Principal

School Update- Mrs. Kay

- "Testing season" is upon us!
    - 2nd grade will take CoGAT
    - 2nd grade will also take iRead for the first time this year (testing window starts March 10th)
        - Starting to take iRead in 2nd grade will allow those students an additional opportunity to pass and/or interventions to happen
    - Union had a 96% passing rate last year, so our students typically do very well.
    - 3rd & 4th graders will take iLearn
    - Spring NWEA
    - Teachers and Administration are telling kids to do their best and not to stress!
- In analyzing winter NWEA data Union has seen:
    - More growth in math this year
    - High growth & high achievement at all grade levels for math and reading
    - Keep in mind that this is just one measure of student progress
- We have a lot of upcoming events, especially in May

Meeting minutes from our November 11th meeting were approved.

Budget Update- KC Lepping

- Our budget looks healthy
- We are not doing a silent auction this year due to it being a Spotlight Night year and not having the Starry Night event.
- Mrs. Kay will ask teachers to volunteer some of their time during Spotlight Night

- Student and Teacher grants will close on January 31st and the PTO executive board will be reviewing submissions on February 6th. We have a budget of $8,500 for student and teacher grants
- Scholastic Dollars- we spent about $7,000 on book sets for the library of our Scholastic Dollars

Spotlight Night- Rebecca Rozich-Kusmierczyk

- We have a great team of volunteers already, but we do need more for some sections.
- Friday, March 21st will be set up only
- Saturday, March 22nd- will be 2 rotations. Kindergarten, 1st & 2nd grades will go in the morning, and 3rd and 4th grades will come in the afternoon.
- Sunday- public viewing from 11:00-1:00 and then clean up from 1:00-3:00pm
- We are moving away from trinkets and tchotchkes and being more intentional with providing experiences for the students.
- We are looking at having a local author come in to talk to students about how an idea becomes a story.
- Reading packets came home this week (passed out in the media center)
    - Students will earn a ticket to attend based on reading 4 books and filling out the summary sheets
        - Summary sheets are due to Mrs. Lursen by February 21st.

Staff Services- Alex Williams

- Staff cookie walk will be either Wednesday or Thursday the week of Valentine's Day.
- Parents will be asked to bring in treats for teachers to create to-go boxes of goodies
- May 5th- 9th Teacher Appreciation Week
    - Still in the early phases of planning, but talking about Cinco De Mayo, Espresso To Go coffee cart, possibly a build your own flower bar, and then Dad's Club will be doing a grill out

Union Express- KC Lepping

- New contest for students to write to someone new
- There will be small prizes to encourage writing that are randomly chosen
- The Express team is looking for 1st grade parents that may want to shadow this year's team to take over in the fall.

PTO Meeting 11/21/2024

9:00am- Union Makerspace

Executive Members in attendance: Julie Anthony, Kelli Davis, Lindsey Miller, Rebecca Rozich-Kusmierczyk, KC Lepping, Jenn Buckley
Administration in attendance: Erin Kay, Principal

School Update: Mrs. Kay

- We will have two new administrative assistants in the front office that will start on December 2nd.
- There are 4 maternity leaves throughout the building. Mrs. Parker has returned from her leave, Mrs. Boyer is on leave currently, and Mrs. Kemen and Mrs. Daniels will be out after the new year.
- Dad's Club has some exciting family events.
    - Winterfest is happening December 6th
    - UPaint Pottery night is December 13th

- Movie night had 99 students in attendance, but we might want to consider revamping to a more family friendly event to help with our lack of volunteers. Possibly a bingo night or game night

Leadership Council- Julie Anthony

- There is a strategic planning/focus group that has been meeting and the outcome has been all very positive. They will start the analysis phase of their data collection soon.
- Discussion was on Jog-A-Thon funds allocation at each school. At Union, our Jog-A-Thon funds that are raised go into a general fund to dispense as need arises.

Spotlight Night- Rebecca Rozich-Kusmierczyk

- We have some great volunteers that have started planning.
- Our focus is more on experiences and activities versus tchotchkes
- We do need a few more volunteers for smaller spaces
- There will be 2 rotations on March 22nd, followed by a community day on the 23rd and clean-up.

Jog-A-Thon- Kayla Anderson & Jenn Buckley

- We met our goal of $30,000 with a grand total of about $31,000
- The tentative date for next years Jog-A-Thon is Friday, September 26, 2025

Staff Services- Alex Williams

- The team organized a water bar and salad in conjunction with Mrs. Kay's offerings for E-Day.
- Thank you to parents for sending in donations!
- There will be another opportunity to donate for the next staff meeting in December. The theme is chips and dip
- The week before winter break planning is underway including bagels, a potato bar, coffee cart, and a take home potpourri item
- Teacher inservice day on January 6th will have soup and salad
- Be on the lookout for another donation opportunity for the staff cookie walk coming in February!

4th grade celebration- Elizabeth Maijub

- Date will be May 27th from 4:30-6:30pm
- Family style party with possible food trucks
- Hoping to have volunteers from younger grades so that 4th grade families can enjoy the event with their kiddos!

PTO Meeting
September 19th, 2024 7pm

Executive Members in attendance: Julie Anthony, Kelli Davis, Lindsey Miller, Rebecca Rozich-Kusmierczyk
Administration in attendance: Erin Kay, Principal

School Update: Mrs. Kay:

- School happenings: 1st grade will be having grandparents' day on September 20th
- Dad's Club special people breakfasts will start in October
- Check your emails for upcoming sign ups! There may be opportunities to send in snacks or volunteer. Ex. Sending in snacks for the next Staff meeting on October 8th.
- Union Spruce Up- We are looking at October 26th as the date for a fall spruce up event at Union. The district grounds department is in charge of mowing Union's property, but we are in need of some weed pulling, mulching, beautifying
    - Adopt a "zone" to work on
    - Bring your muscles, rakes, blowers, etc.
- Dad's Club campout October 5th- 6th
- 4th grade Camp Tecumseh trip is October 24th-25th
- Quarter 2 starts after fall break

Budget Update: Kelli Davis

- Jog-A-Thon donations continue to come in
- Our most current big expense is new teacher startup cost. Each teacher receives $125 to spend at the start of a new school year.
- We currently have $31,000 in our checking account.
- If you are a chair with a budget, please contact Kelli to check your budget status!
- Mum sale will not be happening this year because it conflicts with the high school's fundraiser.
    - We've reached out to Jones Greenhouse to possibly do hanging baskets in the spring instead, but they were unsure of logistics/ it's hard to predict if the growing season supply will meet with our demand.
    - Suggestion- Heartland Growers in Westfield (biggest supplier for Lowe's, Home Depot, etc.) might be something to look in to as well.

Jog-A-Thon- Jenn Buckley

- $13,000 raised so far!
- Check the sign up genius for volunteer opportunities (Team Captains, Lap Markers)

Book Fair- Kaitlin Ferries

- New dates to not conflict with Rosh Hashanah are November 18th- 22nd
- Set up will be November 15th
- Literacy Night will be November 21st from 5-7pm and there will be family shopping as well.

Spotlight Night- Rebecca Rozich-Kusmierczyk

- This is a Union only activity that PTO sponsors. It happens every 3 years.
- Students will earn tickets to come
- The school is transformed based on a theme, students rotate with their class for a three hour time period
- This year's date is March 21st-23rd – Tentative schedule
    - Set up is Friday, March 21st
    - Kindy & 1st grade will come 9:00am- noon
    - 2nd & 3rd grade- 1:00-4:00pm
    - 4th grade- 5:00-8:00pm
    - Sunday- open to public 11am-1pm
        - Tear down from 1-3pm

Staff Services- Alex Williams

- The team is working on a schedule with ways to get parents involved
- Look for sign ups coming

Union Express- KC Lepping

- 2nd grade run program – 2nd graders are mail carriers
- Stamp contest end Monday, September 23rd with winners announced on Wednesday
- Anyone with 1st grade kiddos that are interested in chairing next year and would like to shadow, please reach out to a current chair
- Time commitment- weekly visits to school on Wednesdays during recess- from about 10:15-noon

Recruitment- Julie Anthony

- Outdoor chair needs a co-chair
- Family Fun Night needs a co-chair
- For next year- School Supplies distribution – organize and distribute purchased school supplies to each classroom. This position would be done before school starts
- Jenn Buckley was nominated by Rebecca Rozich-Kusmierczyk to step into the role of secretary in January. Motion was seconded by Lindsey Miller

Room Parents- Katie Hermon

- Letters have gone out to families introducing the program. Please send those back regardless of donation.
- Star professional captains have been chosen
- Hiccup with new collection of room parents- Teachers didn't know who signed up/ expressed interest in becoming a room parent.
- If you are a room parent and need your teacher's wish list- reach out to the front office.

PTO Welcome Back Coffee
Julie Anthony's House
Thursday, August 22, 2024 9:30am

PTO Exec members in attendance: Julie Anthony, Kelli Davis, Lindsey Miller, Rebecca Rozich-Kusmierczyk
Admin in attendance: Mrs. Kay & Mrs. Christie

Welcome from Mrs. Kay- Remarks from School Administration

- Kids are happy to be back to school
- There was a lot of attention to detail in creating classes over the summer which will hopefully translate to a great year.
- NWEA starts this week and is used to drive teacher instruction
- Book Fair dollars raised will support our teachers
- Jog-A-Thon is coming up on September 27th
- This year is a Spotlight Night year
- We are revamping our Movie Night to include some family fun nights
- There is a desperate need for guest teachers throughout the district. All interested applicants are encouraged to apply.
- Mrs. Lursen is also looking for some volunteers to help in the library.

PTO overview- Julie Anthony

- The main goals of the Union PTO are volunteering, fundraising efforts to directly support our students and teachers, and community building
- All the money that is raised goes back into the school in hopes to touch as many teachers and students as possible.
- Zionsville is one of the least funded districts in the state, so we can make a big difference in the money that we raise.
- We need volunteers to put on these events. It is not just about donating money, but also time- even if it is just an hour!
- Please reach out to an exec board member if you ever have any questions or concerns.

Remarks from Treasurer- Kelli Davis

- Budget is very healthy this year from all of the support and donations
- Last year we were able to give an additional $23,000 in teacher grants due to our abundance in budget.
- Here is a breakdown of where some of our funds go:
    - $125 to every teacher at the beginning of the year for classroom supplies
    - Transportation for field trips
    - Professional development for staff members

    - Classroom libraries
    - We fund Dad's Club- $7,000 each year
    - PTO scholarship for those in need (for field trips, etc.)
    - Classroom party food
    - STEM
    - 4th grade party
    - 4th grade musical
    - Teacher grants in fall and spring
    - Student grants in the spring
    - Outdoor classroom
    - PTO student directory
    - Fencing and mulch on the Kindy playground
    - And more!
- Please be aware of **email scams**! We will not ask you for money or gift cards
- The PTO is a not for profit and are exempt from sales tax
    - There is a new process for getting the sales tax exempt from the secretary of state website.
    - Reach out to Kelli and allow for extra time for that process for each vendor.
- Chairs- IF you are unsure of your budget, please reach out to Kelli.
    - Be mindful of delivery fees, plan accordingly so that someone else can pick up to avoid any extra fees.
    - Be fiscally responsible, but please do not pay for overages yourself- reach out to the exec board to discuss any overages.

Jog-A-Thon- Kayla Anderson & Jenn Buckley

- This is THE fundraiser at Union
- Kickoff is next Thursday during lunch
- The goal is to raise $30,000!
- Date: September 27th with a rain date of September 30th
- Kona Ice has been donated by the Anthony family this year
- We will be condensing grade levels this year Pre-K & Kindy, 1st & 2nd, 3rd and 4th will run together
- There are lots of ways to volunteer during the event- look for a sign up genius coming up!
- Our goal with Jog-A-Thon is that we are consolidating fundraising efforts to one event so we aren't repeatedly reaching out to small businesses.

Room Parents- Katie Hermon

- Room parents are the coordinator of class parties and funds for teacher gifts/monthly appreciation
- You do not fund the parties
- Please forward monthly email updates to your classroom parents
- Star professionals will be divided and allotted the same 15% of class budget as last year.
- Room parents are the link between the PTO and families- please come to the meetings.

Spirit Wear- Katie Hermon

- We are using Zeffy so that orders can be placed online.

- 100% profit (no online store fees)
- There will not be extras ordered, so make sure you put in your orders!

Staff Services- Alex Williams

- Team of 3- with Abigail Rom and Amanda Pasayanos
- They are looking for more help
- The staff services committee is a year round all staff appreciation crew
- Events: teacher appreciation week, Cookie walk (February), chili cook off, Water bar (Tik Tok)
- There are about 60 staff members to serve

Book Fair- Kaitlin Ferries

- Fall book fair is September 30th- October 4th
- You can volunteer to help while your kiddo is in media class.
- We make a profit of ½ of every dollar (turns into Scholastic Dollars)
- There will also be a spring book fair
- Fall book fair set up is September 27th from 2:00-4:30

Union Express- KC Lepping

- Run by 2nd grade
- There will be a stamp contest
- Students learn about the postal service
- Other members include Carrie Dilley, Kristina Huff, and KC

4th grade celebration- Elizabeth Maijub

- Will need volunteers
- Work closely with Mrs. Kay to create a plan

Outdoor Classroom- Stephanie Arnett (via Julie Anthony)

- We need a co-chair for this position
- If you like gardening this would be a great position!

Movie Night/Family Fun Night

- Co-chair needed
- Also need help with coordinating volunteers so that we can continue to offer movie nights

Spotlight Night- Rebecca Rozich-Kusmierczyk

- This is a night all about the celebration of reading where the school is transformed based on a theme. Think: after prom
- Happens once every 3 years!
- The theme is top secret
- We will need a few more pod leads
- Date: March 21-23rd - students will come in for 3 hours and rotate stations
- Goal is to try and be as resourceful as possible

There will be no Starry Night this year due to having a Spotlight Night, but we will have a silent auction that coincides with Spotlight night.

Succession planning:

- KC Lepping was nominated by Rebecca Rozich-Kusmierczyk to take over for Kelli Davis as treasurer when she steps down as our current treasurer. The motion was seconded by Kaitlin Ferries.

Positions that need to be filled:

- Secretary
- Potentially a flower chair (spring/ Mother's Day)
- Outdoor classroom co-chair
- Family Fun co-chair

2023-2024 School Year

PTO Meeting Notes

5/21/2024 @ Verde

Attendance: Julie Anthony, Rebecca Rozich-Kusmiercyk, Lindsey Miller, Kelli Davis
Admins: Mrs. Kay

School Update: Mrs. Kay

- We've had a great school year
- Highlights include: Bingo Family Night, PTO granting over $22,000 in teacher and student grants which funded music risers, glass fusing materials for art, authentic reading material for students, and more
- The PTO Convo budget funded Boomer from the Pacers and Indy Air Bears (jump rope)
- The Kindergarten playground expansion will start this summer. The plan is to extend the fence and create a grassy area, more trees, and add playground mulch.

Staffing Update:

- We have a lower enrollment at Union coming next school year
- Our Administrative Assistants will not be returning next year and will be greatly missed. Mrs. Cornacchini will be retiring and Mrs. Gilley has found a new position with IU that works better for her family.
- **TENTATIVELY** right now we will have 4 Kindergarten classes, 3 1st grade classes, 5 2nd grade classes, 4 3rd grade classes, and 5 4th grade classes next year
- Mrs. Kay is celebrating 10 years in the district!!

Budget Update: Kelli Davis

- Started the year great!
- Since we are not for profit, our goal this year was to spend down the excess of funds that we have
    - Jog-A-Thon continued to bring in a great amount. $8,000 more than we were planning for!!
    - We spend $22,000 in teacher grants this year- the most that has been spent!
    - Starry Night brought in about $6,000
    - We are looking to try and find a particular goal to raise funds for next year.

Committee Chairs

Outdoor Learning: Stephanie Arnett

- Outdoor classroom needs mulch for trail (will connect with Mrs. Kay about going in on the mulch order for the Kindy playground)
- Maintenance will take down the old shed once we have a plan to replace/ clear out the contents
- Plan is to order a new shed, add native plants and weed garden beds

4th Grade Celebration: Joni Prihoda

- Party is Tuesday, May 28th from 4:30-6:30
- This is a family event like PVE
- T-shirts were signed during school lunch
- Students will get a $5 coupon to spend at one of the food trucks: Greek's Pizza, Chikfila, and Fundaes. Other family members can buy from the food trucks
- 360 photo booth donated by the Grooms family, sign gypsies yard sign

Jog-A-Thon: Kayla Anderson/ Jenn Buckley

- Set for September 27th
- Theme is Olympics
- They are still looking for a sponsor for Kona Ice (usually runs about $1,000 for all students) 3

Spotlight Night: Rebecca Rozich-Kusmiercyzk

- Theme for 2025 Spotlight night has been chosen and it is a secret
- We are looking for experienced volunteers to lead pods/ be chairs (About 6-7 people)

Room Parents recap: Katie Hermon

- 15% of the amount collected for the teacher fund goes towards a Star Professional group. Ex. cafeteria staff, front office staff, support services, related arts
- The whole idea behind collecting a teacher fund came about as a way to negate children feeling left out when others are bringing in individual gifts for teachers if they are unable to. The class fund purchases gifts from every child regardless of their contribution to the fund.
- Room Parents don't necessarily have to do a monthly gift, go with what your budget will allow.

Starry Night

- The majority of the money that was made was from the auction.
- We are looking at what can be done with this.
    - Potentially not have the adults- only event and do the silent auction as a part of something else?
    - A Chair is needed if we would like to continue to do the event.

Recruitment/ Committee Changes

- First Day of School Supplies- we really don't need this position anymore due to the change in the school purchasing supplies versus families
    - BUT we could probably use someone to help organize and distribute supplies ordered by the school
- Mums- we are thinking about transitioning to flowers to Mother's Day due to the middle and high school also having mum sales
- Bulletin Boards-
- Movie Night - one position open possibly

    - Possibly change this role to also incorporate Family Bingo Night?
- Union Express: held by a 2nd grade parent
    - Kristina Huff volunteered to take on this role
- 4th grade celebration
    - Elizabeth Maijub
- Staff Services
    - Abby Rom
    - Amanda Pasyanos
- Starry Night

Executive Board Changes

- Our current president, Julie, and our treasurer, Kelli, plan to roll off in December of 2024, so we would like to have a succession plan in place to train incoming exec board members.
- Per the bylaws, the president needs to have one year of exec board experience
- Lindsey Miller was nominated by Jenn Buckley as candidate for President

District leadership Counsel: Julie Anthony

- Mostly discussed the potential diploma changes for high school to the GPS diploma
- Feedback must be sent in by May 31st
- The vote will be July 1st
- See the Parent Square message that was sent by Rebecca Coffman on May 8th

PTO Meeting March 14, 2024

9:30am-Union Elementary Makerspace

Attendance: Julie Anthony, Rebecca Rozich-Kusmiercyk, Lindsey Miller, Kelli Davis

Admins: Mrs. Kay (during Executive session)

School Update: Mrs. Kay via Julie Anthony

- Mime came to 1st grade to kick off Young Author's project
    - They talk about the elements of a story
    - Students submit a story and the mime acts it out.
    - A great time was had by our first graders!
- The School Board approved funding for all proposed teacher/student grants for the spring! About $22,552 approved to purchase things needed in classrooms to support student learning
    - All items fit into board initiatives
    - Develop cultural understanding
    - Support the science of reading
    - Books with authentic authors
- OT and Literacy Coaches were recipients of ZEF grants for handwriting kits. The Dad's Club is going to supplement this and fund 2 Legiliners for every teacher valued at $900.
- Pacers Convo is set for May 21st
- Air Bears is set for May 10th
- Lots of end of the year activities are happening soon! 4th grade musical, famous Hoosiers, Specialty Animals in 3rd grade, and more!

Kindy Round Up is Tuesday, March 26th from 3-7

Budget Update- Kelli Davis-

- We have been consistently conservative with our budget, which is why we have such a surplus (along with the generous donations of families!)
- We are spending some of the reserve down on a large number of teacher grants this year and we plan to end the year around $40,000
- Starry Night-
    - We made about $18,000 overall between ticket sales and the silent auction
    - Sold about 120 tickets
    - Net for this event is about $6,000

Starry Night –feedback discussion

- How do we bring in more families?
- Do we continue to have Starry Night?
- Could we put together a list of high school volunteer babysitters that would be available the night of the event (for individual families to reach out to and arrange childcare)
- Could we build transportation into the ticket price?
- Create a survey for feedback of events to send to parents!

Alex Williams- Staff Services

- Handed out PTO buttons to wear to events to identify PTO members

Kindy Roundup- Lauren Dye

- Tuesday, March 26th from 3-7
    - Families will meet in 1 hour time blocks
- Gifts for incoming kindergarteners include monster building kit and Union Star bracelet
- Flyers will be handed out with information about PTO including QR codes for our website, Facebook, Instagram, and volunteer background check information

Book Fair- Kaitlin Ferries

- Spring book fair is April 15-18th
- There will be a family shopping night on the same night as the related arts night
- We are adding a wider range of titles for more advanced readers aging from K-6
- Flyers will go out to students 4/8
- Look for a Sign Up Genius to volunteer!
    - Also looking for volunteers for set up Friday, April 12th

Spotlight Night- Rebecca Rozich-Kusmiercyk

- This is a special Union event that happens once every 3 years to promote literacy. The 3 hour event is Friday night or Saturday morning depending on your grade level, usually in March
    - Students will have a reading goal in order to receive their "ticket" to enter SLN
    - Last Theme was Traveling Around the World
    - We are having a meeting for those interested in helping plan or leading a grade level pod on Thursday, April 11th- more details to come!

Bingo Night- Lindsey Miller

- We have 169 guests (and the registration is closed)
- Dad's Club is sponsoring the pizza
- We are hoping for an easy set up, fun night out for families!

Succession Plans

- Our president, Julie Anthony, along with our treasurer, Kelli Davis, are creating plans to hand their roles to a new president and treasurer with the conclusion of the 2024-2025 school year as their children will be moving to the middle school.
- The goal is that the transition will be seamless with the new executive members shadowing them starting next year.

Attendance: Julie Anthony, Rebecca Rozich-Kusmiercyk, Lindsey Miller
Admins: Mrs. Kay

School Update: Mrs. Kay
School grants- great ideas are coming in
- Ideas include increasing nonfiction book collection in library, Pacers convocation,
- Grants are due February 16th
- PTO will meet February 20th from 8-11 to hear presentations
- Proposals might go over budget, but teachers have been told to dream big because we have a good budget to approve them.

Be Smart
- Upcoming meeting- Gun safety program to encourage responsible gun ownership

Movie Night
- Friday, January 26th
- Movie: Sing
- Students may bring blankets and pillows to set up on the floor

4th grade Webs of Support
- Upcoming meeting for 4th grade parents with Lyn Kissell

Spring is testing season!
Heads up: There are many House bills through the state government that will impact our school
- Look into them
- Ex. literacy, instruction, attendance policies, testing
- Ex. iRead3- if your child does not pass they will be retained

Spotlight Night- Rebecca Kusmiercyk
- Will happen late winter/early spring of 2024-2025
- Planning will kick off after Starry Night
- Upcoming meeting for those interested in leading pods/co-chairs, etc. will be announced soon.

District Leadership- Julie Anthony
- ZEF
    - February 23rd Trivia Night
    - Imagine Classroom grants are due February 20th
- Bomb Threat - ruled to be a non-issue early on (police were able to trace the origin of threat quickly)
- Food Service strike- you may see menu changes other than what is published, but it is only with one vendor that ZCS uses.

Movie Night - Julie Anthony
- Friday, January 26th from 6:10-8. $5 at the door
- Bring pillows/ stuffy

Kayla Anderson
- Scott Miller (teacher and parent at PVE) is working on building a Little Library to replace our current one.
- This may need a bit of housekeeping to make sure all content is child appropriate and rain water hasn't damaged any of the books. – Possible Chair Position for next year??
- PTO already approved this in the budget ~$300

4th Grade Celebration- Joni Prihoda
- Date: Tuesday, May 28th from 4:30-6:30

- Changing it up a bit this year from past parties and going to invite teachers and families
- Outside
- Bouncy house
- Budget: $1200 to include t-shirt purchase
- Look for an upcoming meeting invite for those interested

Outdoor Classroom- Stephanie Arnett

- Budget $500-$800?
- Tear down shed in clean up process
    - Do we need a new one to keep tools?
- Possibly involve cub scouts in clean up

Communications Update- Julie Anthony & Lindsey Miller

- Create and link Facebook with Instagram- the problem we are encountering is how do we not tie it to an individual person to make handing it over to the next PTO president later?
- Instagram handle- @unionstarspto
- Revamped Website with the help of Mrs. Voege
- Communicating through room parents has worked well

Staff Services- Alex Williams

- Great moral boost for staff members
- Treating teachers with food about once a month
- Moving forward into 2nd semester- asking for more parent involvement
    - Ex. February (valentine's day) Cookie walk
    - Ex. Leap Day - chili cook off?
    - May- Supply drive

Starry Night - Julie Anthony/Katie Hermon

- February 10th 7-10pm
- So far we have 61 tickets sold- numbers are due February 2nd
- Dancing, photo booth, cornhole, cash bar
- No live auction this year- online auction from February 2nd-9th
- Goal- Kindergarten playground expansion/nature center and pickleball court painting on big kid playground

PTO meeting November 14, 2023
9:30 AM- Makerspace

Executive Board Attendees: Julie Anthony, Kelli Davis, Lindsey Miller, Laura Christie

School Update- Mrs. Christie

- Fall field trips have concluded, including 4th graders going to Camp Tecumseh- all were a great success
- Veteran's Day program was well attended
- Movie Night (11/3) hosted by the Dad's Club was great. Students were able to use blankets instead of chairs and it helped with clean up time at the end and students seemed to enjoy it more.
- Kindergarten is starting their Kindness Project PJ Drive December 4th-8th - send in new PJs to donate
- December 22nd will be the end of quarter 2 and winter parties are planned for that day

District Leadership Council recap- Julie Anthony

- Eagle Ambassador Academy
  - Members participated in their second session and were given an overview of the various safety aspects that impact our district daily. A behind the scenes tour was given of Trailside Elementary emphasizing safety considerations throughout the building.
  - Feedback from parents so far is that it provides a greater understanding of how schools are running. Ex- why we need 2 hour delays.
  - There should be another round of applications if you are interested. Check how to apply in the Friday Five from Rebecca Coffman.
- Strong in Every Way Speaker Series:
  - Mark your calendar for Stewards of Children: Sylvia's Child Advocacy Center's Abuse Prevention presented by Kassie Frazier on November 20th from 6-8pm at ZCHS, door 1- Register for event
- Fire Marshall
  - When decorating in hallways, etc. don't use an excessive amount of paper. If you plan to have a large display, call for an inspection from the fire marshall.
  - The push is for only 10% of a wall to be covered.
- Room Parent Initiative
  - Mostly positive feedback, all staff members feel included and appreciated.
  - Becky Coffman supports our initiative and praised the idea
  - Final percent collection for extra staff members is 15%
- School Improvements
  - Pod furniture has been paid for but not delivered yet to Kindy, 1st, and 4th grades
  - Little Library - old one will be replaced with a new one commissioned by a PVE teacher/parent
  - Grounds Upkeep- revamp of outdoor classroom
    - Manpower will be needed in the spring
    - Garden shed will be torn down
    - If you have a landscaping business or have connections that could help with this project please let us know!
    - Be on the lookout for communication from Stephanie Arnett to help
- Communication:
  - The best way to communicate is through our room parents
    - Please send reminders for meeting
  - We are working with Mrs. Voege (Union's website manager & 4th grade teacher) to revamp the PTO's website
    - You will find PTO chair contact information, meeting minutes, upcoming events, links to our social media, etc.
    - If you have a volunteer sign up genius it could also go on the website
  - Look to our Facebook page
    - We are working on adding an Instagram account
  - Google Drive

        - Will eventually be linked on our website and will house meeting minutes and important chair information that can be passed down.

- **Budget- Kelli Davis**
    - Our budget remains very healthy at just shy of $80,000
    - All thanks to Spirit Wear, Mums, Bookfair, Jog-A-Thon, etc.!
    - Pod furniture was purchased for K, 1, & 4 at $7,500
    - Let Kelli know if you need reimbursed for an expense within your group
    - We do have a PTO credit card available if there is a purchase you want to make and do not want to use your personal credit card- just let Kelli know and she can purchase for you.

- **Jog-A-Thon: Jenn Buckley**
    - Final total: $34,559.03 raised
    - Expense- $3,328 spent on speakers, black lights/glow party supplies, early bird prizes, etc.
    - Next year theme idea: possibly Olympics?
    - Prizes for next year- possibly have a schoolwide $ goal and if the goal is met have a convocation with Hedgehog Hannah, etc.
    - Thank you volunteers!

- **Book Fair- Kaitlin Ferries**
    - Total sales- $15,000
    - Money earned from sales is about $7,000
    - $1,000 went right back into school with the purchase of new books- updated countries books
    - Money was also used to purchase bins to organize books in the teachers' workroom.
    - Next book fair will be in April!

- **Staff Services committee- Alex Williams**
    - Budget is $3,700 - Mrs. Kay will work with this group to help cover the extra expenses using a different fund
    - Group created a calendar of events for the remainder of the year with small touches to celebrate our staff members in various ways with an item each day the week before winter break, teacher appreciation week, and several other days throughout the year

- **Starry Night- Julie Anthony –but still looking for a chair** 😀
    - February 10th @ Palomino
    - This is our fundraising/community building event
    - Silent auction leading up to event using online platform- Qtego
    - Planning meeting December 3rd
    - Looking for donations for auction! Donators must have some kind of connection to our Union family- ex. Grandpa, neighbor, coach, etc.
        - Donations could be an auction item, sponsorship, service, etc.

PTO meeting - September 14, 2023

Executive Board Members in Attendance: Erin Kay, Laura Christie, Julie Anthony, Kelli Davis, Rebecca Rozich-Kusmierczyk, Lindsey Miller

School admin update - Mrs. Kay & Mrs. Christie

- School is off to a great start! Fall NWEA testing is complete. The last day for the quarter is October 13th.
- Schoolwide expectations that parents could use at home: We take care of ourselves, take care of others, and take care of this place.
- Field trips are gearing up-
- 2nd grade to Conner Prairie October 12th
- 4th grade to Camp Tecumseh at the end of October
- 3rd grade is going to the zoo

Jog-A-Thon- Jenn Buckley

- Coming September 29th
- Our goal is to raise $30,000 and as of 9/14 we have $9,000
- Kindergarten is winning the most money raised (so far)
- Volunteers needed for tear down

Budget- Kelli Davis

- Our budget is very healthy!
- $2,200 profit for mums- Thank you to Vicki for organizing!
- You should be able to access the budget document on the google drive soon.
- Chairs- let us know if you have budget concerns, need additional funds, etc.

Bookfair- Kaitlin Ferries

- Date: October 2nd-6th
- Sign up genius going out soon
- Family shopping night is in conjunction with Family Literacy Night on October 5th from 4-7pm
- Flyers will go home with kiddos during library the week prior.

Revamping Room Parent Program- Katie Hermon

- We have been leaving out valuable staff members that work with our kiddos everyday, so this initiative is to find ways to level the playing field and share the wealth and appreciation.
- Teachers have been asked how they would like to receive appreciation and the results have shown - Lunch!
- Room parents will collect a class fund and 20% of that fund will be put in a separate pool to go towards a subcategory of staff members (bus drivers, cafe workers, front office staff, Resource staff & IAs)
- Increase frequency of appreciation in a low key way.
- EX. create a sign up genius within the class to deliver lunch 2x a month to a teacher.

Chair Meeting- September 14th at 7:00pm

- Chairs still need to meet as a committee outside of our scheduled full PTO meetings
- Can be less formal
- Communicate any budget concerns with Julie, Rebecca, Kelli, or Lindsey
- Idea: show appreciation for volunteers (and encourage future volunteers) by randomly giving $5 GC to Starbucks, etc.
- Concern: How do we get more people to attend meetings?

<u>Starry Night</u>

- February 10th
- Looking at the potential location of Holliday Farm, Palomino, or Cardinal Room
- Possibility of adding bus transportation for neighborhoods to ticket price if we have it at another location - (Cardinal Room)

Website revamp

- Meet with Brooke Voege to overhaul the PTO website
- Use Google Drive to add meeting minutes, chair resources, etc.

We are still looking to fill the following positions:

- Outdoor Enrichment Chair
- Starry Night Chair

Our next meeting is November 14th at 9:30am in the Makerspace.

August 24, 2022, 9:30 AM, PTO Welcome Back Coffee

Notes: UNION PTO Welcome Coffee Highlights

- The mission of our Union PTO is to raise essential funds for the school by hosting and facilitating enriching and community building events. Every dollar raised by the PTO is put towards our school
- Throughout the school year, our PTO provides each teacher funds for classroom needs, new classroom libraries, new playground equipment, transportation for all student field trips, grade level enrichment activities, the 4th grade musical and end of the year send off, classroom party food, staff appreciation, and funds for Dads Club
- Our first two big events of the year are **Jog-A-Thon** (watch for more information coming home this week!) and our **fall mum sale** (order forms due September 6th!)
- Please join us for our next PTO meeting September 15th at 10 am in the Makerspace at Union

September 15, 10 AM, Makerspace

Notes: **Union Elementary PTO Meeting Minutes**

September 15, 2022

Executive Board Members in Attendance: Erin Kay, Laura Christie, Julie Anthony, Elizabeth Shively, Melissa Duncan, Kelli Davis, Rebecca Rozich-Kusmierczyk

Opening (JA)

- Welcome and brief review of the agenda and meeting focus

Mums Sale

- A huge thank you to Melissa Duncan and Vicky Hopkins for all the work on a very successful fundraiser
- Bet our fundraising target
- Thank you to all that supported this event and helped make it such a success
- We need new chairs to take over this event for next year

School update (EK)

- Great start to the year
- First year our 4th graders are having a "normal" year since kindergarten
- The school is completely opened back up with no restrictions
- Numerous September events
- Dad's Club Campout this Saturday
- Jog-A-Thon is next week
- Teacher conferences will be in October after fall break
- 4th grade student grant from last year for outside musical equipment – instruments have arrived, team is working hard to get everything installed as soon as possible

Financial Update (MD)

- Starting the year in great shape; ~$66,000
- We have donated $500 to Trailside to help get their PTO up and running
- Currently have a healthy scholastic budget for school supplies ($14,752)
- Will be using Zeffirelli platform for Jog-A-Thon

Room Moms (KH)

- Successful meeting this morning to review responsibilities
- Sample parent letters and ideas for monthly engagement with the teachers were discussed
- Room moms will also provide monthly PTO updates to families
- All but 1 teacher have a room mom

Jog-A-Thon (AV)

- Everything is on track and in great shape
- Goal for this year is $31,000
- Still need numerous volunteers (room moms will send a notice out to remind parents to volunteer)
- Early bird date for money is next week
- Theme is neon
- All money is due the Wednesday after the event

Soriee (ST/JK)

- Chairs are working on rebranding
- Will be a casual event in the Cardinal Room at the Golf Club of Indiana
- Date is Friday February 3, 2023
- Budget is $10,000
- **More to come**

PTO Leadership Board Meeting (JA)

- ZEF teacher grants are open now
- ZEF polo event is September 23, 2022
- State of the School will be September 27,2022 at 8:30 am (Town Hall)
- Will be evaluating a new science curriculum in spring
- Some complications with the directory with Parent Square but it is coming

Book Fair (JA)

- Save the date: November 14-18, 2022

Next meeting October 27, 2022 at 10 am

October 27, 10 AM, Makerspace

Notes:

November 17, 7 PM, Union Cafeteria

Notes:

December 8, 10 AM, Makerspace

Notes:

January 5, 10 AM, Makerspace

Notes:

February 9, 7 PM, Union Cafeteria

Notes:

March 9, 10 AM, Makerspace

Notes:

April 21, 10 AM, Makerspace

Notes:

May 11, 7 PM, Union Cafeteria

Notes: