

Hillcrest PTO Agenda



November 10, 2025

1. Call to order at 6:00 pm in the Hillcrest Elementary Library
2. Welcome and Introductions
3. Approve Agenda. **Discussion/Action**
4. Approve Minutes. **Discussion/Action**
5. Principal's Report **Discussion Only**
6. Treasurer's Report **Discussion Only**
 - a. Budget Planning
 - b. Where do we stand for the playground donations for this year 2025
7. Staff Requests **Discussion/Action**
 - a. None that I know of!
8. November Holiday Photo Fundraiser **Discussion Only**
 - a. Rachel 1045-1
 - b.
9. Holiday store date December 9 and 10 **Discussion Only** Katie Bushman will discuss
10. Primal Pizza Night-3rd Sunday of every month!
11. Fundraising Ideas for the playground **Discussion/Action**
 - a. Dueling piano idea we discussed last time
 - b. Simple, easy, and cheap Cash Ticket Raffle
 - c. Jan/Feb some kind of dance for father kid or family fundraising idea
 - d. Let's try to get something on the books for after the holidays-it will come fast
 - e. Open to ideas.
12. PTO Staff Stipend Program **Discussion only**
13. Readathon **Discussion only**
 - a. What dates do we want to finalize?
14. Looking to fill committee positions
 - a. Family Fun Nights
 - b. Readathon
15. Next Meeting Date
 - a. December 15th at 6 pm
16. Comments and Suggestions

October 13, 2025

17. Call to order at 6:00 pm in the Hillcrest Elementary Library
18. Welcome and Introductions
19. Approve Agenda. **Discussion/Action**
20. Approve Minutes. **Discussion/Action**
21. Principal's Report

22. Treasurer's Report
 - a. Budget Planning
23. Staff Requests **Discussion/Action**
 - a. **None that I know of!**
24. October 18 fundraiser gift card giveaway. Spread the word! We can get up to \$6,000.
Discussion/Action
 - a. Does anyone want to volunteer? I'll stop by and plan on test driving.
25. October 24 big night! **Discussion Only**
 - a. Ribbon cutting around 515 for playground
 - b. Halloween dance starts at 6
 - c. 50/50 raffle with Kiwanis
 - d. Primal pizza fundraiser
 - e. Will be inviting past donors to this event. And can stay for the dance if they want to bring family?
26. Holiday store date December 9 and 10 **Discussion Only**
 - a. After Halloween dance I'll start talking about the donations
27. Fundraising Ideas for the playground **Discussion Only**
 - a. Holiday photos thinking of doing \$50 this time instead of \$25. Look for a few photographers willing to donate. Probably a Saturday in November ? Will coordinate asap to get a date on the calendar.
 - b. Cash raffle-sell x amount of tickets. Prizes are stated. Give time to sell could be an idea for spring. If we sold 500-1000 tickets that's 10-20k at \$20 each. Minus prize money.
 - c. Family fun night or something with entry fee? Looking for affordable options to get money or a dinner and movie night?
 - d. Sara with primal pizza doing a monthly fundraiser for pizza on Sundays? We can do 3rd Sunday of each month?
 - e. Open to ideas.
28. PTO Staff Stipend Program
29. Looking to fill committee positions
 - a. Family Fun Nights
 - b. Readathon
 - c. Holiday Store Katie Bushman running
30. Next Meeting Date
 - a. November 10th at 6 pm
31. Comments and Suggestions

September 8, 2025

32. Call to order at 6:00 pm in the Hillcrest Elementary Library
33. Welcome and Introductions
34. Approve Agenda. **Discussion/Action**
35. Approve Minutes. **Discussion/Action**
36. Principal's Report
37. Treasurer's Report

- a. Budget Planning
- 38. Staff Requests **Discussion/Action**
 - a. Kindergarten: Field Trip Bus and \$3.50 per kid 22 in one class 23 in another
- 39. Fall Clothing Order Report **Discussion Only**
 - a. 12 orders so far she said we can keep it open a little longer if we want.
Thoughts?
- 40. Fundraising Ideas for the playground **Discussion Only**
 - a. Hayley Volk doing photos so far we have almost all spots filled so that will give us \$615 towards the playground! 7 open spots
 - b. Other ideas for raising some money. Possibly a pizza food truck and movie night with Primal.
 - c. We need about \$35,000 still
- 41. October Family Night **Discussion/Action**
 - a. Halloween Dance with DJ Kevin Stanley
 - b. Adding some raffle baskets? Food truck? Something to raise some money?
 - c. We need to pick a date for this
- 42. October 18th Test Drive Event **Discussion/Action**
 - a. This event will donate \$30 for every test drive that happens
 - b. Takes place at our school on October 18th from 10-2
 - c. We need to market this event and watch a training video on how to do the electronic waiver process.
 - d. Jessica Samb to take the lead but I can help. We need to start promoting this September 18th.
 - e. We need a few volunteers to be there that day. Any takers?
- 43. PTO Staff Stipend Program
- 44. Looking to fill committee positions
 - a. Family Fun Nights
 - b. Readathon
 - c. Holiday Store
- 45. Next Meeting Date
 - a. October 13th at 6 pm
- 46. Comments and Suggestions
- 47. Adjourn

August 13th, 2025

- 1. Meeting at 8:00 MOR to discuss September
- 2. Focusing on Open House and September
 - a. Shifts and what we want at the table looks like we have done a photobooth in the past.
 - b. 3-7 pm august 28
 - c. Theme for this year at Hillcrest is Great Minds Grow Together (plant/flowers)
 - d. Doug mentioned we got the staff dinner last year. Can we do that again this year? Does anyone know what we did for this?
- 3. Kindergarten night? **Discussion/Action**
 - a. Do we have a table for this and when is it?
 - b. Looks like it may just be the open house this year based on the district calendar?
- 4. Fall Apparel Order **Discussion/Action**

- a. chatted with Lindsey who we have used the last 5 years. Waiting to hear what we need to do as they will be designing for us this year.
- 5. September event **Discussion/Action**
 - a. outdoor movie night, Back to school picnic-have a food truck and games or movie? Just ideas
- 6. Playground **Discussion/Action**
 - a. where are we..what do we need..any ideas for fundraising the last \$\$
 - b. Doug mentioned a press release and October installation! We
 - c. Believe we need about 30k more to get this all done?
- 7. General idea for planning 2025/2026 school year **Discussion/Action**
 - a. Discussed doing committees what will those be.
- 8. School year meeting dates **Discussion/Action**
 - a. Are people able to make the 2nd Monday of the month work?

May 15th, 2025

- 1. Call to order at 6:00 pm in the Hillcrest Elementary Library
- 2. Welcome and Introductions
- 3. Approve Agenda. **Discussion/Action**
- 4. Approve Minutes. **Discussion/Action**
- 5. [Principal's Report](#)/Staff Report
- 6. Treasurer's Report
 - a. Accounts activity
 - b. Budget Guide 2024-2025
- 7. **Election of 2025-2026 Officers. Discussion/Action**
 - a. President - Rachel
 - b. Vice President - Tiffany
 - c. Secretary - Jessica
 - d. Treasurer - Jake
- 8. **End of Year Carnival**
 - a. Katie Bushman to discuss

April 17th, 2025

- 9. Call to order at 6:00 pm in the Hillcrest Elementary Library
- 10. Welcome and Introductions
- 11. Approve Agenda. **Discussion/Action**
- 12. Approve Minutes. **Discussion/Action**
- 13. Principal's Report/Staff Report
- 14. Treasurer's Report
 - a. Accounts activity
 - b. Budget Guide 2024-2025
- 15. **Hillcrest New Playground Project**
 - a. Hillcrest New Playground Team update
- 16. **Readathon**
 - a. Recap
 - i. Total Minutes Read - 121,389
 - ii. Total Raised - \$14920 (still 10 days to receive donations)
 - 1. Total PTO Cut \$11,936
 - iii. Winners

1. Top Reader - Macy Hauser
2. Top Earner - Riley Burman
3. Top Reading Class - Sarauer 5th
4. Top Earning Class - Grenko K

17. Teacher Appreciation Day

- a. May 6th, 2025
- b. 4:30 AM Coffee Truck on site morning of 5/7 from 6:30 - 9?

18. Culver's Nights

- a. [Staff and PTO Sign Up Sheet Linked Here](#), for both Chippewa Falls and Lake Hallie Locations. Thank you Doug for setting this document and communication up!
- b. How did April go?
- c. 2nd Tuesday: 5/13
- d. Need folks for Hallie on 5/13 **Discussion/Action**
 - i. Should PTO consider asking parents to volunteer to host? Yes

19. Bridge Street Nutrition Fundraiser

- a. May 10th 9 am - 1 pm
- b. Looking for PTO, Teachers, Staff to be present to talk about the playground, maybe make shakes behind the bar
- c. **Discussion/Action**
 - i. Volunteers?

20. Hillcrest End of Year Carnival

- a. Date Thursday, June 3 (I think this is what we determined at the last meeting?)
- b. Katie Bushman volunteered to run the carnival!

21. Next Meeting Dates: May 15 5:30

22. Comments and Suggestions

23. Adjourn

March 25th, 2025

24. Call to order at 6:00 pm in the Hillcrest Elementary Library

25. Welcome and Introductions

26. Approve Agenda. Discussion/Action

27. Approve Minutes. Discussion/Action

28. Principal's Report/Staff Report

29. Treasurer's Report

- a. Accounts activity
- b. Budget Guide 2024-2025

30. Election of Officers Discussion/Action

- a. Vice President 2024-2025
- b. Interim President 2024-2025

31. Hillcrest New Playground Project

- a. Hillcrest New Playground Team update
- b. Hillcrest New Playground Gala Team update
- c. Penny Wars - Sabrina Mussleman
 - i. Anyone available to help count Wed at 5:00?

32. Readathon

- a. April 7- April 16 with Celebration Assembly on the 17th.
- b. [2025 Readathon Plan](#)
- c. Class Incentives
 - i. Date Selection Needed.
 - ii. Ask Kara Vergin or Jamie Koss to deliver if needed?
- d. Grand Prize for Top Reader and Earner need to be purchased.
 - Discussion/Action**
 - i. 2024 was a Hillcrest T-shirt and basket from the Candy Shop
 - ii. *Ideas for 2025?*
- e. Micon movie tickets for top reader and earner in each class need to be purchased. **Discussion/Action**
- f. Pizza and ice cream party for top reading and earning class. **Discussion/Action**
- g. Class Surprise Incentives. **Discussion/Action**
 - i. All except DQ Dilly Bar certificates ordered, arrived, clearly marked.
 - ii. Team needed to pick earned participation incentives by class during the Readathon.
 - iii. Anne called Tom Reuter 2/4 and he is offering \$1.50 per Dilly Bar. Please call ahead to let him know how many you will need in April.
- h. Tiffany Turner is arranging guest readers again. Guest readers will offer availability and teachers will sign up for offered times.
 - 1. 2024 readers included: Joe Niese, Robin Kelley (snow day!), CF Fire Department, Public Library, invites that did not work out as they do other reading opportunities with Hillcrest!: CF Police Department.

33. Teacher Appreciation Day

- a. May 6th, 2025
- b. **Discussion/Action**
 - i. Ideas for what to do?

34. Culver's Nights

- a. [Staff and PTO Sign Up Sheet Linked Here](#), for both Chippewa Falls and Lake Hallie Locations. Thank you Doug for setting this document and communication up!
- b. How did March 11th go?
 - i. Looked like low volunteer turnout - tried email, in-person promotion at conferences
- c. 2nd Tuesday: 4/8, 5/13
- d. Need folks for Hallie on 4/8 **Discussion/Action**
 - i. Should PTO consider asking parents to volunteer to host?

35. Bridge Street Nutrition Fundraiser

- a. April 26th 10 am - 2 pm
- b. Looking for PTO, Teachers, Staff to be present to talk about the playground, maybe make shakes behind the bar
- c. **Discussion/Action**
 - i. Volunteers?

36. Hillcrest End of Year Carnival

- a. Date Thursday, June 4 (I think this is what we determined at the last meeting?)
- b. Katie Bushman volunteered to run the carnival!

37. Next Meeting Dates: April 17, May 15

- 38. Comments and Suggestions
- 39. Adjourn

February 20th, 2025

- 48. Call to order at 6:00 pm in the Hillcrest Elementary Library
- 49. Welcome and Introductions
- 50. Approve Agenda. **Discussion/Action**
- 51. Approve Minutes. **Discussion/Action**
- 52. Principal's Report
- 53. Treasurer's Report
 - a. Accounts activity
 - b. Budget Guide 2024-2025
 - c. Hillcrest New Playground Donation **Discussion/Action**
- 54. Election of Officers **Discussion/Action**
 - a. Vice President 2024-2025
 - b. Interim President 2024-2025
- 55. Creation of Board Position Communications Coordinator **Discussion/Action**
- 56. Website and Social Media Management with Rachel Burman from Pixel and Post.
Discussion/Action
- 57. Parent Teacher Conferences PTO Sponsored Dinner **Discussion/Action**
 - a. February 27
 - i. 30 total staff, for gluten free confirmed
 - b. Pre-order from Dominos or Toppers (ordering from Topper's since they had our Hillcrest night)
 - c. Include vegetarian and gluten-free options
 - i. Check Jake's Math
 - 1. 12 pizzas (estimating 3 slices per person)
 - 2. 4 Pepperoni (1 gluten free), 2 Sausage, 2 Supreme (1 gluten free), 2 veggie (1 gluten free), 2 cheese
 - d. Anne Hamland created Signup Genius linked here for volunteers to bring soda, store bought dessert, fruit, veggies to be dropped off in the front office by 3pm February 27.
 - i. Signup Genius shared with Nicole for dojo and newsletter, scheduled for PTO facebook and social media.
 - ii. Signup filled up, all items covered
 - e. Bridge Street Nutrition reached out and offered to provide energy teas!
- 58. Readathon
 - a. April 7- April 16 with Celebration Assembly on the 17th.
 - b. [2025 Readathon Plan](#)
 - c. Class Incentives
 - i. Date Selection Needed.
 - ii. Ask Kara Vergin or Jamie Koss to deliver if needed?
 - d. Grand Prize for Top Reader and Earner need to be purchased.
Discussion/Action
 - i. 2024 was a Hillcrest T-shirt and basket from the Candy Shop
 - e. Micon movie tickets for top reader and earner in each class need to be purchased. **Discussion/Action**
 - f. Pizza and ice cream party for top reading and earning class. **Discussion/Action**

- g. Class Surprise Incentives. **Discussion/Action**
 - i. All except DQ Dilly Bar certificates ordered, arrived, clearly marked.
 - ii. Team needed to pick earned participation incentives by class during the Readathon.
 - iii. Anne called Tom Reuter 2/4 and he is offering \$1.50 per Dilly Bar. Please call ahead to let him know how many you will need in April.
- h. Tiffany Turner is arranging guest readers again. Guest readers will offer availability and teachers will sign up for offered times.
 - 1. 2024 readers included: Joe Niese, Robin Kelley (snow day!), CF Fire Department, Public Library, invites that did not work out as they do other reading opportunities with Hillcrest!: CF Police Department.

59. Culver's Nights

- a. [Staff and PTO Sign Up Sheet Linked Here](#), for both Chippewa Falls and Lake Hallie Locations. Thank you Doug for setting this document and communication up!
- b. How did February 11th go?
- c. 2nd Tuesday: February 11, 2/11, 3/11, 4/8, 5/13
- d. Should PTO consider asking parents to volunteer to host?
- e. Sent premade imagery out via dojo, school email, school flyer, facebook, school newsletter

60. Hillcrest New Playground Project **Discussion/Action**

- a. Hillcrest New Playground Team update
- b. Hillcrest New Playground Gala Team update
- c. Penny Wars - Sabrina Mussleman
Jorden to help

61. Future Agenda Items

- a. Readathon Mini Prize Day Volunteers
- b. Teacher Appreciation Day May 6th, 2025
- c. Hillcrest End of Year Carnival date TBD

62. **Next Meeting Dates: March 20, April 17, May 15**

63. Comments and Suggestions

64. Adjourn

January 16th, 2025

- 65. Call to order at 6:00 pm in the Hillcrest Elementary Library
- 66. Welcome and Introductions
- 67. Approve Agenda. **Discussion/Action**
- 68. Approve Minutes. **Discussion/Action**
- 69. Principal's Report
- 70. Treasurer's Report
 - a. Accounts activity
 - b. Budget Guide 2024-2025
 - c. Hillcrest New Playground Donation **Discussion/Action**
- 71. Election of Officers **Discussion/Action**
 - a. Vice President 2024-2025
- 72. Holiday Shop **Discussion**
 - a. Donation collection process and amount.

- b. Volunteers and communication.
 - c. Set up and take down.
 - d. A huge THANK YOU to Katie B., Diane, Tiffany T., Brittany B., who lead class schedules on the 16 & 17.
73. Parent Teacher Conferences PTO Sponsored Dinner **Discussion/Action**
- a. February 27 & March 4
74. Readathon
- a. Budget **Discussion/Action** [Exhibit-A](#)
 - b. April 7- April 16 with Celebration Assembly on the 17th
 - c. Class Incentives Needed. Team to purchase. **Discussion/Action**
 - d. Grand Prize for reader and earner? Micon movie tickets and popcorn bucket? Facebook question for ideas? **Discussion/Action**
 - e. Prizes for top reader and earner in each class? **Discussion/Action**
 - f. Pizza and ice cream party for top reading and earning class? **Discussion/Action**
 - g. Class Surprise Incentives Needed. Team to purchase and coordinate. **Discussion/Action**
 - h. Arrange and offer guest readers again? Guest readers will offer availability and teachers will sign up for offered times.
 - 1. 2024 readers included: Joe Niese, Robin Kelley (snow day!), CF Fire Department, Public Library, invites that did not work out as they do other reading opportunities with Hillcrest!: CF Police Department.
75. Culver's Nights
- a. 2nd Tuesday: February 11, 2/11, 3/11, 4/8, 5/13
 - b. Sent premade imagery that can be sent out via dojo, school email, school flyer, facebook, school newsletter, pto newsletter...
 - c. Both Chippewa Falls and Lake Hallie Locations
 - d. Designated leader? Two teachers and two pto per location?
76. Hillcrest New Playground Project **Discussion/Action**
- a. Hillcrest New Playground Team update
 - b. Hillcrest New Playground Gala Team update
 - c. Anne Hamland would like to do a Facebook live to do an update on fundraising levels, what the playground team is doing to raise more, and what Hillcrest families do to help (grab a letter from the front office for their employer if they would like to ask their work for a donation, look for a flyer to bring in a donation for the gala auction baskets for each grade, etc.).
 - d. February Penny Wars now that we have Culver's nights?
 - i. ~~Pennies for Playground~~
 - ii. ~~Winning class incentive: ice cream party, decor/door, crowns/sashes/ or something?!? Teacher wins Mr. Dieckman's chair for the day?~~
 - iii. ~~Each class/grade? Provides their bucket.~~
 - iv. ~~Teachers collect coin from kids and drop in coin.~~
 - v. ~~Displayed in library? Live updates from PTO?~~
77. Future Agenda Items
- a. Teacher Appreciation Day May 6th, 2025
 - b. Hillcrest End of Year Carnival date TBD
- 78. Next Meeting Dates: February, March, April, May**

- 79. Comments and Suggestions
- 80. Adjourn

December 10, 2024

- 81. Call to order at 6:00 pm in the Hillcrest Elementary Library
- 82. Welcome and Introductions
- 83. Approve Agenda. **Discussion/Action**
- 84. Approve Minutes. **Discussion/Action**
- 85. Principal's Report
- 86. Treasurer's Report
 - a. Accounts activity
 - b. Budget Guide 2024-2025
- 87. Election of Officers **Discussion/Action**
 - a. Vice President 2024-2025
- 88. Hillcrest New Playground Project **Discussion Only**
 - a. Followup and application team update
 - b. Hillcrest New Playground Gala possible team forming. DJ Kevin Stanley is confirmed for March.
- 89. Holiday Shop **Discussion/Action**
 - a. Donation progress for gifts.
 - b. PTO Team Members continue to empty and sort bins.
 - c. Anne emailed Nicole the list of volunteers to make sure everyone has CFAUSD volunteer form approved.
 - d. Set up Friday after Library classes end at 2:30 pm.
 - e. Katie B., Jamie Koss's Mom, & Anne will lead class schedules on the 16 & 17. Beware! Anne ALWAYS gets sick!
- 90. Readathon
 - a. Budget **Discussion/Action**
- 91. Future Agenda Items
 - a. Parent-Teacher Conference Meal
 - b. Teacher Appreciation Day May
 - c. Hillcrest End of Year Carnival
- 92. Next Meeting Date
- 93. Comments and Suggestions
- 94. Adjourn

November 12, 2024

- 95. Call to order at 6:00 pm in the Hillcrest Elementary Library
- 96. Welcome and Introductions
- 97. Approve Agenda. **Discussion/Action**
- 98. Approve Minutes. **Discussion/Action**
- 99. Principal's Report
- 100. Treasurer's Report
 - a. Accounts activity
 - b. Budget Guide 2024-2025
- 101. Election of Officers **Discussion/Action**

- a. Vice President 2024-2025
- 102. Clothing Order Report **Discussion Only**
- 103. October 18th Family Night **Discussion Only**
- 104. November 12th Parent Teacher Conferences Staff Meal **Discussion/Action**
 - a. Current Caterings taco bar with utensils including gluten free and vegetarian beans, beef, chicken, fresh salsa, black bean and corn salad.
 - b. PTO volunteers provide desserts, beverages, chips, and tortillas to reduce cost.
- 105. Hillcrest New Playground Project **Discussion Only**
 - a. Fundraisers completed
 - b. Followup and application team to begin business calls, emails, online applications, and connection seeking.
- 106. Hillcrest New Playground Gala Coordinator Position **Discussion/Action**
- 107. Holiday Shop **Discussion/Action**
 - a. Set dates considering school schedule.
 - b. Free and donations accepted for playground.
 - c. PTO Team Members choose days to check bins. Please collect on your day of the week as best you are able and remove used, damaged, inappropriate items.
 - d. Social media/newsletter call for: tissue, bags, donations with examples.
 - e. Volunteer sign up WITH CFASD background check link must be completed and confirmed prior to store.
- 108. Readathon
 - a. Select dates
 - b. Begin budget discussion and brainstorm 5 minutes.
- 109. Future Agenda Items
- 110. Next Meeting Date
- 111. Comments and Suggestions
- 112. Adjourn

October 8, 2024

- 113. Call to order at 6:30 pm in the Hillcrest Elementary Library
- 114. Welcome and Introductions
- 115. Approve Agenda. **Discussion/Action**
- 116. Approve Minutes. **Discussion/Action**
- 117. Principal's Report
- 118. Treasurer's Report
 - a. Accounts activity
 - b. Budget Guide 2024-2025
- 119. Election of Officers **Discussion/Action**
 - a. Vice President 2024-2025
 - b. Secretary 2024-2025
- 120. Fall Clothing Order Report **Discussion Only**
- 121. September 26th Family Night with Kevin's Juggling & Balloons Report **Discussion Only**
- 122. October 18th Family Night **Discussion/Action**
 - a. Halloween Dance with DJ Kevin Stanley
 - b. Timeframe?
 - c. Snacks?

- d. Playground fundraiser opportunity and tabling?
- 123. November Parent Teacher Conferences Staff Meal **Discussion/Action**
- 124. Hillcrest New Playground Project **Discussion Only**
 - a. New Playground Marketing Budget Increased \$2,000 (9/19/2024).
 - b. Project Report
 - c. Playground teams are recruiting for help with fundraising events, thank you writing, extra duties like handing out Topper's Night information on October 18.
- 125. Holiday Shop **Discussion/Action**
 - a. Select dates
 - b. PTO Team Members
 - c. Holiday Shop Donations: How will we manage this year?
 - i. Date range?
 - ii. Call for: tissue, bags, donations with examples.
- 126. Jan/Feb Family Night **Discussion/Action**
 - a. Move this to the Playground Subcommittee for a spring fundraiser/gala?
 - b. Team
 - c. Ideas
- 127. Readathon Team
 - a. PTO Team
 - b. Select dates
- 128. Future Agenda Items
- 129. Next Meeting Date
- 130. Comments and Suggestions
- 131. Adjourn

September 10, 2024

- 132. Call to order at 6:30 pm in the Hillcrest Elementary Library
- 133. Welcome and Introductions
- 134. Approve Agenda. **Discussion/Action**
- 135. Approve Minutes. **Discussion/Action**
- 136. Principal's Report
- 137. Treasurer's Report
 - a. Budget Planning
- 138. PTO President Report Board Activity Summer 2024
 - i. Playground Project Meetings June, July, August
 - ii. August 28 Hillcrest Staff Lunch
 - iii. Clothing order with "Wild about learning" theme designed, handout design and print
 - iv. September Family Event Night
 - v. Open House photo booth
- 139. Staff Requests **Discussion/Action**
 - a. Recess Shed invoice and motion adjustment ([Exhibit 1](#))
 - b. Health Office: [Redcube First Aid Backpack](#) \$45.99 (Exhibit 2)
 - c. First Grade: Wit & Wisdom "Creature Features" module performer visit with Snake Discovery for January 2025. The total cost ~\$350 would be shared with Parkview.

- 140. Fall Clothing Order Report **Discussion Only**
- 141. September Open Houses Report **Discussion Only**
- 142. September 26th Family Night **Discussion/Action**
 - a. Kevin's Juggling & Balloons
 - b. Cost: 1 hour in Chippewa would be \$125, 2 hours - \$200, 3 hours \$300
 - c. September 26th from 6-7pm
 - d. Half hour before and after for balloons
 - e. Popcorn and Water
 - f. Playground fundraiser table
- 143. October Family Night **Discussion/Action**
 - a. Halloween Dance with DJ Kevin Stanley
 - b. Playground fundraiser opportunity and tabling?
- 144. PTO Staff Stipend Program
- 145. Hillcrest New Playground Project **Discussion/Action**
 - a. New Playground Project Report
 - b. Request Playground Subcommittee Marketing Budget \$1,000
- 146. Future Agenda Items
 - a. Fall mum sale 2024
- 147. Next Meeting Date
- 148. Comments and Suggestions
- 149. Adjourn



Exhibit 2

May 16th, 2024

- 150. Call to order at 6pm in the Hillcrest Elementary Library
- 151. Welcome and Introductions
- 152. Approve Agenda. **Discussion/Action**
- 153. Approve Minutes. **Discussion/Action**
- 154. Principal's Report
- 155. Treasurer's Report
- 156. Spring Clothing Order Report **Discussion Only**
- 157. Increasing Teacher Stipend 2024-2025: **Discussion/Action**
- 158. Teacher & Staff Appreciation Day Report: **Discussion**

- a. Small gifts
- b. Staff bathroom project
- 159. Hillcrest Carnival May 29: **Discussion/Action**
- 160. Recruiting for 2024-2025 PTO Projects Report
 - a. [Gmail form](#) in newsletter and on Facebook to collect contact information for interested Hillcrest grownups.
- 161. Hillcrest New Playground Project: **Discussion/Action**
 - a. Brief Introduction and Q&A
 - b. Met with CFASD Administration in April, Review [FAQ Document](#) here.
 - c. [Hillcrest Playground Project Planning Document](#)
 - d. **Determine 1st Meeting Date**
 - e. Sub-Committee
 - i. Determine Chair, Secretary, PTO Liaison
 - ii. Funding
 - 1. Draft needs statement and ideas
 - 2. Special Education money for rubber ground
 - 3. Request funding and fundraising plans from past playground projects: Jim Falls, Stillson, Parkview, Southview, Halmsted
 - iii. Design
 - 1. Draft needs statement and ideas
 - 2. Request design and blueprints from past playground projects: Jim Falls, Stillson, Parkview, Southview, Halmsted
- 162. Virtual Meeting Subscription: **Discussion/Action**
 - a. [Zoom Plans and Pricing](#)
- 163. Future Agenda Items
 - a. Fall mum sale 2024
- 164. Next Meeting Date
- 165. Comments and Suggestions
- 166. Adjourn

April 8, 2024

- 167. Call to order at 6pm in the Hillcrest Elementary Library
- 168. Welcome and Introductions
- 169. Approve Agenda/Minutes. **Discussion/Action**
- 170. Principal's Report
- 171. Treasurer's Report
- 172. Election of Officers **Discussion/Action**
- 173. Spring Clothing order
 - a. Order and delivery report.
 - b. Sorting shipments and distributing to classes volunteers needed. Sort items in the staff lounge along the wall tables for staff to pick up at their convenience.
- 174. Readathon
 - a. March 18-28
 - b. Celebration Assembly. Discussion.
 - c. Review and discussion.
 - d. Earnings determination.

175. Hillcrest Carnival May 29 **Discussion/Action**
176. Teacher Appreciation Day
177. Staff bathroom project update **Discussion**
178. Hillcrest New Playground Project **Discussion/Action**
 - a. Committee
 - b. Meeting with Cfasd Administration TBD
 - c. Drafting needs and ideas
179. Future Agenda Items
 - a. Increasing Teacher Stipend 2024-2025
 - b. Fall mum sale 2024
180. Next Meeting Date
181. Comments and Suggestions
182. Adjourn

March 6, 2024

1. Call to order at 6pm in the Hillcrest Elementary Library
2. Welcome and Introductions
3. Principal's Report
4. Treasurer's Report
5. Parent Teacher Conferences PTO Sponsored Dinner
6. Spring Clothing order
 - a. Sorting shipments and distributing to classes volunteers needed.
7. Readathon
 - a. March 18-28
 - b. Celebration Assembly March 28
 - c. Special Meeting February 26th
 - d. Participation incentives **Discussion/Action**
8. Hillcrest Carnival Report
9. Teacher Appreciation Day gifts for May 7th
 - a. Review survey questions
10. Referendum Presentation **Discussion/Action**
11. Playground Project **Discussion/Action**
12. Next Meeting Date
13. Comments and Suggestions
14. Adjourn

February 6, 2024

15. Call to order at 6pm in the Hillcrest Elementary Library
16. Welcome and Introductions
17. Principal's Report
18. Treasurer's Report
19. February 2nd Cardinal Kindness Night
 - a. What went well?

- b. Notes for next year?
- 20. Parent Teacher Conferences PTO Sponsored Dinner
 - a. Pto sponsoring March 7th meal
 - b. Current Catering for full taco dinner except tortillas (regular and gluten-free), chips, and beverages to be requested from Hillcrest families.
- 21. Spring Clothing order
 - a. Dates.
 - b. Sorting shipments and distributing to classes volunteers needed.
- 22. Readathon
 - a. March 18-28
 - b. Celebration Assembly March 28
 - c. Class Prizes Needed? Team to purchase and package in class sizes of largest class. **Discussion/Action.**
 - d. Grand Prize for reader and earner? Micon movie tickets? Facebook question for ideas? **Discussion/Action.**
 - e. Prizes for top reader and earner in each class? **Discussion/Action.**
 - f. Pizza and ice cream party for top reading and earning class? **Discussion/Action.**
 - g. Guest readers will offer availability and teachers will sign up for offered times.
 - i. Authors accepting invitation to read to classrooms: Joe Niese, Robin Kelley
 - ii. Other accepted readers: CF Fire Department, Chippewa Falls Public Library
 - h. Approach Kiwanis for pizza party and donations? **Discussion/Action.**
- 23. Hillcrest Carnival
 - a. juggler?
 - b. Lead?
- 24. Teacher Appreciation Day gifts for May 7th
 - a. Survey, or just go with the theme?
 - b. Lead?
- 25. Holiday Shop Discussion
 - a. What went well?
 - b. Notes for next year?
- 26. Next Meeting Date
- 27. Comments and Suggestions
- 28. Adjourn

January 11, 2024

- 29. Call to order at 6pm in the Hillcrest Elementary Library
- 30. Welcome and Introductions
- 31. Principal's Report
- 32. Treasurer's Report
- 33. Holiday Shop Discussion
 - a. What went well?
 - b. Notes for next year?
- 34. February 2nd Cardinal Kindness Night
 - a. Randy Peterson. Contract received. **Discussion/Action.**

- b. Purchase water and popcorn bags from Sam's Club. **Discussion/Action.**
- c. Package popcorn Feb 2nd 5-5:45pm.
- d. Purchase acrylic stands for tabling and wall event signage. **Discussion/Action.**
- e. Sleep in Heavenly Peace Table
 - i. Contact is Derrick. Asking for NEW twin sheets and youth pillows. Asked for rep to be available to accept donations.
- f. Cardinal Markets Table
 - i. Ramen drive.
 - ii. Katie contacting for reps and tabling presence.
- g. Gym setup email sent to Sheriff Dan 1/3/24
- 35. Parent Teacher Conferences PTO Sponsored Dinner
 - a. March 4&5
 - b. Quote from Current Catering for full taco dinner except tortillas (regular and gluten-free), chips, and beverages.
- 36. Spring Clothing order
 - i. Dates.
 - ii. Sorting shipments and distributing to classes volunteers needed.
- 37. Readathon
 - a. March 18-28
 - b. Celebration Assembly March 29
 - c. Class Prizes Needed? Team to purchase and package in class sizes of largest class. **Discussion/Action.**
 - d. Grand Prize for reader and earner? Micon movie tickets? Facebook question for ideas? **Discussion/Action.**
 - e. Prizes for top reader and earner in each class? **Discussion/Action.**
 - f. Pizza and ice cream party for top reading and earning class? **Discussion/Action.**
 - g. Guest readers will offer availability and teachers will sign up for offered times.
 - i. Authors accepting invitation to read to classrooms: Joe Niese, Robin Kelley
 - ii. Other accepted readers: CF Fire Department
 - iii. Invites needing to go out: Public Library
 - iv. Invites that didn't work out: CF Police Department.
 - h. Approach Kiwanis for pizza party and donations? **Discussion/Action.**
- 38. Next Meeting Date
- 39. Comments and Suggestions
- 40. Future Agenda Items
 - a. Hillcrest Carnival
 - b. Teacher Appreciation Day gifts for May 7th
- 41. Adjourn

December 4, 2023

Hillcrest Library

- 1. Call to order at 6pm.
- 2. Welcome and Introductions
- 3. Principal's Report

4. Treasurer's Report
5. Holiday Shop
 - a. Donations are coming in.
 - b. Signup.com forms recovered for classroom sign-ups and volunteers are going well.
 - c. Call for donations again for gift bags and tissue paper.
 - d. Calls to Dollar Store for bags and paper.
6. Fall and Spring Clothing Order
7. February 2nd Family Night
 - a. Emailed Koo Koo Kangaroo.
 - b. Tom Pease unavailable.
 - c. Randy Peterson available for kindness and reading theme.
 - d. Random acts of kindness opportunities brainstorming.
 - e. Concessions and free snack. Discussion/Action.
8. Readathon Team
 - a. [2023 Review](#)
 - b. Readathon meeting date.
 - c. Teacher training.
 - d. Could we arrange guest readers with authors? Ideas on how that could look from Teacher perspective?
 - e. Robin Kelley Ostriches Eat Sausages
 - f. Jeanne Styczinski
 - g. Joe Neise
9. Next Meeting Date
10. Comments and Suggestions
11. Future Agenda Items
12. Adjourn

November 13, 2023

Hillcrest Library

13. Call to order at 6pm.
14. Welcome and Introductions
15. Principal's Report
16. Treasurer's Report
17. Executive Committee online work bylaws, discussion and action.
 - a. Covered under IX E?
 - b. Or proposed language "When business must be decided and an in person quorum cannot be reached, the Executive Committee may use electronic discussion and action."
18. Hillcrest Temperature Issue and Facility Update
19. 1st Grade Wit and Wisdom with Snake Discovery, Discussion and action
20. October Family Night review
21. Holiday Shop
 - a. Anne Submitted Holiday Store Space Requests

- b. Signup.com forms recovered for classroom sign-ups and volunteer signups. Includes setup and cleanup.
 - c. Holiday Shop Donations and Storage
 - d. Festival Foods donation, need others?
 - e. Call for Donations in November School Newsletter
 - f. Will be on FB
 - g. Where do we bring the remaining items?
- 22. Fall and Spring Clothing Order, discussion
- 23. Feb Family Night
 - a. Date
 - b. Ideas
- 24. Readathon Team
 - a. [2023 Review](#)
 - b. Readathon meeting date
 - c. Teacher training
- 25. Next Meeting Date
- 26. Comments and Suggestions
- 27. Future Agenda Items
- 28. Adjourn

October 16, 2023

Hillcrest Library

- 29. Call to order at 6pm.
- 30. Welcome and Introductions
- 31. Principal's Report
- 32. Treasurer's Report
- 33. Election of Officers
- 34. Executive Committee online work bylaws, discussion and action.
 - a. Covered under IX E?
 - b. Or proposed language "When business must be decided and an in person quorum cannot be reached, the Executive Committee may use electronic discussion and action."
- 35. September Family Night review
- 36. Fall clothing order update
- 37. October 27th Family Night discussion and action.
 - a. Setup
 - b. Snack request, Anna
 - c. Purchase and drawing for 4 pack micon movie passes to raffle off for attendees
 - d. Activity leaders

- i. Photo booth backdrop, Anne
 - ii. Halloween cookie decoration, ???
 - iii. Smartboard Movie, Teaching staff
 - iv. DJ cafeteria
- e. Volunteers needed
 - i. 1 for snacks, 1 for beverages, 1-2 for movie, 2 for cookies, 2 for dj, 1 for hallway/photo backdrop
 - ii. sign up genius credentials needed
- 38. Holiday Shop
 - a. Dec 13 setup after 2:30 pm
 - b. Shop 14 & 15
 - c. Team
 - d. Holiday Shop Donations
- 39. Jan/Feb Family Night
 - a. Team
 - b. Ideas
- 40. Readathon Team
 - a. Readathon meeting date
 - b. Teacher training date
- 41. Next Meeting Date
- 42. Comments and Suggestions
- 43. Adjourn

September 14, 2023

- 1. Call to order 5:30 pm
- 2. Welcome and Introductions
- 3. Principal's Report
- 4. Treasurer's Report
- 5. Virtual voting amendment process to bylaws. (action)
 - a. [Language Handout](#)
 - b. [Current Bylaws](#)
- 6. August Open Houses recap
- 7. September Family Night (action)
 - a. Magician, children's snack
- 8. Fall clothing order update
- 9. Kindergarten Field Trip Bussing
- 10. October 26th Family Night (action)
 - a. Time
 - b. Snack
 - c. Activities
 - d. Volunteers
- 11. Items for future meeting
 - a. Holiday Shop Team
 - b. Holiday Shop Donations
 - c. Jan/Feb Family Night Team

- d. Readathon Team
- 12. Next Meeting Date
 - a. October
 - b. Hillcrest Library
- 13. Comments and Suggestions
- 14. Adjourn

August 15, 2023

- Call to order
- Welcome and Introductions
- Treasurer's Report
- Virtual voting amendment process to bylaws. (action)
- August Open Houses (action)
- September Family Night (action)
- Fall clothing order
- October Family Night Options (action)
- Items for future meeting
- Comments and suggestions
- Adjourn