



## Public Meeting Minutes

*April 7, 2026 | 6:30 - 7:30pm CST*

*Monroe Elementary Media Center*

**TIME: TOPIC: DESCRIPTION:**

**6:35 Call to Order & Intros - In attendance**

- PTO Board - Melissa (Pres), Tiffany (VP), Heather (Secretary), Brenda (Treasurer)
- Staff - Amy (Principal), Wendy (VSC), Jinna (Title I), Kristin (Curriculum Int)
- Parents - Cassie, Jessica, Kelly

**6:39 Approval of PTO Minutes from Dec Public Meeting**

- Melissa moves to approve the minutes, Heather seconds, minutes approved

**6:42 Summer Literacy - Ms. C-J**

- Didn't spend as much on family engagement nights this year as in the past (visiting authors gave us a great deal, one came for free, books were donated, etc) - so proposed that students in the small-group intervention program get new reading books for over the summer (they get to choose the books).
- Other ideas to engage students over the summer? Send them to Jinna!
  - Check with Mr. Mack about the Monroe Media center and Sora apps that he set up last year.
  - Book stores & Pizza Hut for rewards - compile lists to send home
  - Read to earn iPad time

- Bingo boards at home - send something home for summer?
- Summer reading brag tag? Maybe if you bring back the calendar or bingo board in the fall, earn a brag tag
- Spring Math Night, Tues April 28 - Family Chess Night!
  - Chess tournaments and learning - registration required. Should be fun!

#### **6:50 Updates from Monroe - Amy**

- Kindergarten Welcome night is next Thurs, April 16. PTO will send reps for our table!
- MCAs are coming up in the next few weeks, should be good to go
- May 14 - Fun & Fitness (15th backup date)
- Lots of field trips coming up!

#### **6:54 Upcoming PTO Nominations - Melissa Behrens**

- We're a separate nonprofit, we exist to supplement and support Monroe. All parents and staff at Monroe are part of the membership of the PTO, and there is an elected leadership board. We have monthly leadership/planning meetings.
- Trying to get the PTO set up for success next year, updating the bylaws to align with reality, and allow for flexibility with leadership roles (multiple people sharing roles, etc)
  - Currently bylaws limit us to 2 years in one role at a time (though there can be shuffling roles within the board every few years, and same people can stick around, just trade jobs).
  - Would like to adapt this to allow us to serve in a role for longer (especially since we have limited leaders willing to be Treasurer) - thinking of 3 years max
  - We have several nominations to join the board, will continue to accept nominations until the May meeting. During this time, we'll be finalizing the roles before the election at the May 19th meeting (that'll be our official vote).
    - Melissa (President) is retiring from PTO Boards, and will help with volunteering and PTO committee work. Tiffany & Niki are willing to step

up to Pres/VP (or Co-Pres), Heather & Brenda willing to stay on in current roles.

- If staff or parents have other suggestions/nominations for PTO Board, please bring it up with that person, and let us know!
- We've been meeting on the 1st & 3rd Tuesdays (Board meetings once a month on 3rd Tues, public meetings every other month on 1st Tues)
  - Next year we'll have a monthly internet-safety series for 5 months, as well

#### **7:11 Volunteer Opportunities - Wendy Brown, VSC**

- Lots of field trips coming up, need chaperones!
- Fun & Fitness (40 high schoolers are coming), MCA hall monitors & workroom projects.
- Thanks to everyone to helped with Celebrity Reader Day!
- So far we've logged 2008 volunteer hours this year!
- Art Adventure - Jui will pick out next year's theme in May, cost will be about the same
  - Next year is Jui's last year, looking for someone to co-lead with her and learn the ropes alongside her.
- Volunteer appreciation week April 19-25

#### **7:15 PTO Updates & Events - PTO Board**

- [MonroePTO.org](http://MonroePTO.org) is our new website and Google Workspace for nonprofits - woo!  
General email is [info@monroeppto.org](mailto:info@monroeppto.org). Still working to set it up, won't be sharing it with the school community until next fall, probably (roll out with the new school year)
- Chalk the Walk - Mon, April 13 (or following Monday) - encouragement for MCAs.
- No spring ice cream social this year, but will do the spring Food Truck Night next fall
- Project Positivity starting tomorrow, through May - posting signs on all the lockers "You Matter!", notes for teachers about how it works, shout-outs for the staff lounge
- Staff Appreciation Week May 4-8, we go all out! Theme will be reading/book theme

- Coffee cart Mon, Chili Lime Wed, games and competitions throughout week, treats, etc
- Grade Level Updates - exclusive info that you get for attending the PTO meeting!

## 7:23 PTO Budget Update - Brenda Smith

|                                                                                   |                                                                       |                         |                      |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------|-------------------------|----------------------|
|  |                                                                       |                         |                      |
|                                                                                   | <u>August 1, 2025</u>                                                 | <u>December 1, 2025</u> | <u>April 1, 2026</u> |
| <b>PTO funds:</b>                                                                 | \$24,864.93                                                           | \$46,530.17             | <b>\$40,811.21</b>   |
| Approved items in budget:                                                         |                                                                       |                         | -\$17,735.00         |
| EOY balance:                                                                      |                                                                       |                         | = \$23,076.21        |
| <b>Student Need fund:</b>                                                         | \$7,018.17                                                            | \$6,690.09              | <b>\$6,720.33</b>    |
| <b>Income YTD:</b>                                                                |                                                                       |                         |                      |
| Conference meals donations:                                                       | + \$1,296.33 (spent \$1,408.59 YTD)                                   |                         |                      |
| MyBooster - fall fundraiser:                                                      | + \$24,210.55                                                         |                         |                      |
| Corporate matching (fundraiser)                                                   | + \$1,852.35                                                          |                         |                      |
| Dine to Donate:                                                                   | + \$1,051.10 (Canes, Chick-fil-a, food truck, Panera, Chuck E Cheese) |                         |                      |
| OVERVIEW OF ACCOUNTS                                                              | Public PTO Meeting                                                    | Tues., April 7, 2026    |                      |

- \$40,000 in the bank account, if we spent every dollar budgeted, we'd have \$23,000 leftover for next year (though we usually don't spend all the dollars budgeted).
- We also manage the dedicated fund for the school - student need fund, school lets us know when they need something from that fund.
- Mr. Mack is still working to spend down his grant that we gave him 2 years ago.
- We could still respond to a large request from the school (last few years, we did a technology update, but waiting to hear what it should be this year)
  - Would love to hear from the staff about their ideas for some of the funds, too (bigger project, mini-grants, etc)
- Will start working on next year's budget soon - staff can let us know if they have adjustments or requests.

#### KEY SPENDING CATEGORIES 2025/2026:

|                                         |                             |
|-----------------------------------------|-----------------------------|
| ☉ Staff Reimbursements -----            | \$5,300 (\$100 per teacher) |
| ☉ Field Trips -----                     | \$3,300 (\$550 per grade)   |
| ☉ STEM/Engineering Support -----        | \$2,500                     |
| ☉ Teacher & Staff Appreciation -----    | \$3,000                     |
| ☉ 5th Grade Celebration and Yearbooks - | \$2,100                     |
| ☉ Conference Meals -----                | \$1,500                     |
| ☉ Volunteer Service Coordinator -----   | \$2,964                     |
| ☉ Media Center Special Request -----    | \$1,000                     |
| ☉ Family Night Activities -----         | \$500                       |
| ☉ CPHS Scholarship -----                | \$750                       |

#### Additional budgeted SPENDING includes:

- Grade level special request
- Monroe copier and paper/supplies
- Student take-home folders
- Art Adventure
- School assemblies, room party snacks
- Child care during PTO public meetings
- Insurance
- VSC expenses: snacks for volunteers at events

**7:30 Adjournment** - Melissa moves to adjourn, Tiffany seconds, meeting adjourned

**Thank you for attending!**