

Earl PTO Meeting Agenda

Tuesday, May 6 at 7:00 pm

Virtual Meeting - Google Meet Link:

<https://meet.google.com/qyk-pzhw-ugi>

- ☐ Welcome!
- ☐ Present: Lyn Hilt, Polly Heeney, Shelly Meier, Stephanie Morris, Kaitlin Dierolf, Heidi Lilac, Courtney Palko, Toni Savignano, Rachel Franco, Rae Ann Moorhouse
- ☐ Secretary Report
 - o [Approval of March meeting minutes](#)
 - i. Motion to approve: Shelly Meier
 - ii. Second: Stephanie Morris
- ☐ Treasurer's Report
 - o [Report](#)
 - Insurance went up to \$406 from \$383, note for new budget
 - We over budgeted for grade 5 shirts, so look at that for next year
 - Rename this category to Assemblies and Special Events
 - Also over budget: School Climate, Security
 - Kaitlin updated us on status of Teacher Appreciation expenditures
 - Creating notes for future treasurer
 - i. Motion to approve: Heidi
 - ii. Second: Kaitlin
- ☐ Principal's Report
 - o The water bottle refill station was installed!
- ☐ Connect with Director of Facilities - Scott Schiel
 - o Gaga Pit discussion
 - o [Info](#)

☐ 2025-2026 Officers

- One nomination each submitted for Treasurer and Junior Co-President next year
- Congrats to new Treasurer Jason Hilt and Junior Co-President Lyn Hilt!
- Shelly will move into the Senior Co-President role
- Brynn will continue as Secretary

☐ School Activities

- Brynn has scheduled Nick Polini ([Super Science Show](#)) for Friday, May 9 for the assembly at 9 am!
- Field Day is scheduled for Wednesday, May 14. Rain date **Friday**, May 16.
 - i. [Parent volunteer SignupGenius](#) - clearances required
 - ii. We need coolers with ice, added to SignupGenius
 - iii. [Pretzels and popsicles](#)
 - Who/how do we order
 - Pickup night before or morning of?
 - iv. \$350 budget

☐ Committee Updates ([Committees 2024-2025](#))

- Fundraising
 - i. [Basket Raffle](#) Debrief
 - Awesome fundraising! \$20k+ with little expenses!
 - ii. Mrs. Muzopappa volunteered to schedule and manage Rita's Night.
Thank you! It will be held May 21 from 6-9 pm.
 - All the help we can give for volunteers that night
- Yearbook Updates
 - i. Delivered to the school! Woo hoo
 - ii. Julie and Kaitlin will organize by class
 - iii. 5th grade puts it in the gift bag with their picnic and t-shirt on 5/30

- iv. Homeroom teachers would distribute at the end of day Friday, so the last week of school there will be designated times to get signatures
- Staff Appreciation/Hospitality
 - i. Teacher Appreciation Week - Kaitlin shared a Signup Genius and made an Amazon list for donations - Thanks to Kaitlin and everyone who contributed goodies/donations!
 - ii. Amazon list worked really well
 - iii. If you ever ship to Earl, be cognizant of school hours/weekends
 - iv. Fun activities and games with gifts
- [5th Grade Celebration Planning](#) Updates- Brynn
 - i. PTO ordered some decorations and will be delivered to Earl
 - Rae Ann making balloon arch
 - Parents can come the afternoon/night before to decorate - just communicate with the office when the best time is to come
 - ii. Other food purchases needed?
 - iii. T-shirts order, Mrs. Zinger collected sizes, is the shirt order placed? Yes, shirts are being delivered this week. \$336.40.
 - iv. \$500 budget for picnic costs and \$1000 for t-shirts (ordered)
 - v. Mrs. Franco will check on the Raptor verification process for that morning ceremony
- ☐ Committee Leads for Next Year - Openings we will have
 - Craft Night
 - Basket Raffle
 - [Redner's Save a Tape collection](#) - Heidi Lilac will take this one
- ☐ Roundtable discussions/Questions
- ☐ Adjourn
 - Motion to adjourn: Polly
 - Second: Toni

- ☐ Next meeting: First meeting of the new year will be in July - budget meeting; location, date and time TBD

Reminders:

- ☐ If you coordinated any events this year, please add everything you did to manage the event in the [Responsibilities School Year Timeline](#). If you are a committee lead, submit a summary of key responsibilities for your role.
- ☐ See also PTO [Handbook](#)

Committees 2024-2025

* Denotes lead

Family Fun Nights	Holiday Shoppe	Craft Night
Shelly Meier Rae Ann	Lyn Hilt	Eileen Heidi RaeAnn
Hospitality/Sunshine	Classroom Parents	5th Grade Recognition
Kaitlin	*Lyn Hilt	Heidi Courtney P. Stephanie
Yearbook	General Fundraising	Assemblies
Kaitlin Julie Barthel	Shop and Save - Katie	N/A
Basket Raffle	Communications	
Eileen needs more volunteers - solicit and get baskets to her house -Involves emails and contacting businesses	Lyn	

-Add to agenda every time		
---------------------------	--	--