

Little Chute Elementary School
Parent-Teacher Organization (PTO)



Board Meeting Minutes

November 11th, 2024, • 6:30 PM • LCES Library

I. WELCOME/INTRODUCTIONS

Meeting Attendance:

Megan Schommer, Jaimie Schuh, Martina Hunt, Lisa Klein, Tricia Bons, Rudy Botz, Missy Hietpas, Holy Brockman, Laura Hietpas, Emily Feagles, Julie Peterson.

2. BUDGET UPDATE

Overview: Any changes? (Jaimie Schuh, Amber Weyenberg)

Please refer to the [board meeting agenda](#).

Reminder for Teachers:

If you need help covering supplies for projects, funding field trips, or purchasing additional items for your classrooms, you can reach out to the PTO for support. [Grant Request forms](#) are available in the PTO mailbox, or Martina Hunt can send you a digital copy. Please note that any requests over \$100 must be approved by the school principal first. All steps are outlined on the Grant Request form.

3. TOPICS FOR DISCUSSION

a. OLD BUSINESS

- **Snowflake Social** (Megan Schommer)
The LC Free Pantry will collect our food donations after the event.
- **LCES Apparel Sale (October 14th -28th)** (Melissa Barribeau)
Sales may be slightly lower than last year since LCMS held a similar sale at the same time. Items are expected to be delivered before Thanksgiving.

- **Paper Pie Book Sale (October 21st and 23rd)** (Megan Schommer, Lisa Malewiski)
The sale went very smoothly, and Mrs. Malewiski was wonderful to work with. Next time, Lisa mentioned she doesn't need any volunteers. Holding the sale during Parent-Teacher Conferences was very effective.
- **Steps for Gratitude (November 7th, 6-7 pm)** (Megan Schommer)
The event was canceled due to low interest. We should consider renaming the event and planning it for early November next school year. To increase attendance, we need to send the sign-up link and promote the event much sooner.
- **Snack Sale (November 14th)**
(Amber Weyenberg, Jaimie Schuh, Lindsay Fenlon)
Everything is ready.
- **Treats For Troops Collection (November 1st)** (Mrs. Lisa Klein)
This event went well. We are still awaiting more information on how to ship the candies to the Soldiers' Angels organization. Additional details will be shared soon.
- **Volunteers for Clerical Help** (Mrs. Klein)
Mrs. Klein will create a sign-up link for volunteers and provide a note outlining what needs to be done.
Just a reminder that all volunteers must complete a [background check](#) before helping at school.
At the moment, we are waiting due to changes in aides' schedules. If teachers need assistance with larger projects, they can reach out to the PTO, and we will arrange for volunteers.

b. NEW BUSINESS

- **PTO Facebook**
(Emily Feagles, Amy Vanderloop)
No new updates.
- **Chipotle Fundraiser (January 21st 4-8 pm)** (Megan Schommer)
Everything is ready.

- **Reach for the Stars Reading Program** (Megan Schommer, PaperPie representative)
We are still awaiting more information from PaperPie and Mrs. Zunker, our librarian.
- **Kwik Trip Sale** (Megan Schommer, Hannah Hietpas)
We need to choose a date, and we can simplify the sell by only offering the Car Wash Cards to make counting easier.

Additional Information:

- We will need to submit an application and verify our nonprofit status. (This may already be completed if we've used this fundraiser before.)
- We can collect orders from students.
- We can submit those orders, and they will fill them so we can distribute.

Benefits for Our PTO:

- **Car Wash Cards:** We sell a card good for five car washes at \$36, but our cost is only \$20, so we earn \$16 per card sold.
- **Fuel-Only Gift Cards:** We earn 5% back
- **Grocery-Only Gift Cards:** We earn 15% back

Extra Information:

- **FaceBook Posts**
For any FB posts, please contact Emily Feagles esanderfoot@gmail.com and Amy Vanderloop amy@vanderloopshoes.com. All our posts should be related to our elementary school.
- **LCES Family Communication Page**, booking rooms, asking for tables, trash cans or extension cables or anything that you need from the school, please contact Becky Pamperin (school office) rpamperin@littlechute.k12.wi.us

4. QUESTIONS AND CLOSING

The next PTO Meeting is scheduled for January 13th at 6:30 pm in the LCES Library.