

CGES PTO Meeting Minutes Outline

Meeting Date: August 11, 2026

Attendees: Jenna Wright, Kasee Combs, Nicki Hunt, Kathleen Spencer, Lindsey Lux Kleman, Adrinne Miller, Malory Hamacher, Danielle Campbell, Kristi Watters, Chelsea Cole, Brittany Cecil, Amanda Schenk, Ben Schenk, Kelly Oders-Wompner, Kaylyn Bower, Jessica Dale, Danielle Storm, Sarah Schenk, Amanda Clark, Annette Ray, Lori Green, Kelsey Mull, Kelsey Kirby

1. Meeting Opening & Leadership

- **Call to Order:** Opened by Amanda Clark at 6:30 PM.
- **Standing Rules:** CGES Standing Rules read by Jenna Wright.
- **PTO Board Members:**
 - **President:** Amanda Clark
 - **Vice President:** Annette Ray
 - **Treasurer:** Nickie Hunt
 - **Secretary:** Jenna Wright
 - **Cashier:** Sarah Graham
 - **Parliamentarian:** Kristi Watters
 - **Principal:** Ms. Green

2. Executive Board Reports

- **President Report:** Amanda welcomed everyone. Shared mission of creating happy school memories to foster a desire to learn.
- **Secretary Report:** Jenna explained what she does, talked about how chairs can share on Face Book with her and how the By Laws were looked over during the summer. She also shared the grants we have already approved this year.
 1. ENL Dictionaries for Mrs.Watters- \$100.44
 2. Kindergarten reading/writing books for each class-\$625
 3. Mrs.Rodebaugh 3rd grade book for reading in class, 30 copies of Frindle by Andrew Clements- \$138.90
 4. Mrs. McKinney 3rd grade math materials and teaching supplies.- \$147.67
- **Treasurer Report:** Nickie reviewed past and current expenditures.
 - Explained check and deposit workflows.
 - Noted heavy sponsorship influx from spirit wear season.

- Discussed allotted grant funding for student field trips.

3. Major Fundraisers & Programs

- **Fun Run (Lauren Florey & Sarah Graham):**
 - **Fundraising Goal:** \$60,000 targeted for library renovations, author visits, and recess upgrades.
 - **Current Status:** Secured over \$14,000 in sponsorships.
 - **Incentives:** All registered participants receive wolf ears, and if the overall booster goal is hit, all registrants get a Great Wolf Lodge day pass.
 - **Key Dates:** Fun Run is September 17th. Overall prizes distributed September 18th.
- **Book Fair (Annette Ray):** Annette detailed volunteer expectations and daily operations.
- **Grocery Awards (Mallory):** Earned \$241 last year. The main focus is increasing user account connections.
- **Knights on the Town (Dine to Donate) Mallory Hamacher & Jenna Overpeck:**
 - **October Event:** Hosting at Tried and True on October 4th.
 - **Incentive:** PTO receives 50% of sales if total exceeds \$1,000 (flyer required).

4. Committees & Operations

- **Community Outreach (Mallory Hamacher & Jenna Overpeck):** Organizes baskets for Staff Appreciation Week in May.
- **Spirit Wear (Jenna Wright & Chelsea Cole):** Group explained ordering and distribution processes. Did well at back to school night, broke even and will be a fundraiser all year.
- **Social Events Committee(Board member per event):**
 - **Freedom Springs:** Upcoming event on August 23rd.
 - **Monster Mash:** Scheduled for October 22, 2026.
 - **Future Events:** Winter Social Feb 24th, and End of Year Party in May.
- **Staff Appreciation (Lesley Schmaltz):** Coordinates year-round staff treats, including a recent dirty soda bar.
- **Education Enrichment (Lindsey Lux Kleman & Cora Steinmetz):**
 - **Author Visit:** Scheduled for October 26th (Max Brallier).
 - **Chemistry Show:** Eli Lilly 'Chemistry is a Blast' returning May 7, 2027.

5. School Grounds & Volunteer Support

- **Room Parent Coordinator (Lindsey Lux Kleman):**
 - Organizing classroom room parent assignments.
 - Contacting August birthday room parents separately.
 - PTO providing a \$30 reimbursement per qualifying class for parties.

- **Outdoor Classroom (Sarah Schenk):**
 - Manages multiple gardens, salsa garden, and lunch clubs.
 - Seeking a committee co-chair.
 - Hosting Fall Clean Up and Spring Wake Up days.
 - Planning Facebook Shorts and Reels to boost engagement.
- **Donuts with Grown Ups (Adrienne Miller & Chelsea Cole):** Managing four upcoming events, Nov. 18th & 20th, March 10th & 12th. Seeking more volunteers, especially for spring.
- **Beautification (Jenna Wright):** Helps with bulletin boards throughout the school and anything that will make the school look welcoming.
- **School Helpers / Hospitality (Amanda Clark):** New committee, looking for people to help teachers by doing the busy work either at home or at school.
 - **Work from Home:** Monthly birthday and life event cards for staff signed at PTO meetings.
 - **In-Classroom Support:** Cutting materials, making copies, and lunch help.

6. Capital & Facility Improvements (Amanda Clark & Amy Dickinson)

- **Playground Upgrades:** Inflating sports balls for each class. Extended the asphalt pad and added shades.
- **Library Renovation:** Ongoing communication and upgrades funded by the Fun Run.

7. Principal's Report & Announcements (Ms. Green)

- **Staffing Updates:** Kasee Combs and Ally at the front desk. Mrs. Cecil is subbing.
- **Teacher Attendance:** Second and third-grade teachers will attend the next meeting.
- **Forms Milestone:** Fourteen classes achieved a 90% completion rate for back-to-school forms.
- **New Initiative:** 'PTO Cozy Day' introduced as a reward for staff involvement.

8. Meeting Adjournment

- **Next Meeting:** September 8th at 6:30 PM.

Adjourned: Meeting officially closed at 7:29 PM 1st Brittany Cecil, 2nd Lindsey Lux Kleman