



Secretary Agenda 26-27

Pinconning Middle School PTO Meeting Agenda

May 13th, 2026

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:00-7:15pm

2. Call to Order

- Attendance
 - ☐ Allison Bartlette,
 - ☐ Amanda Sajdak
 - ☐ Jennifer Ballor
 - ☐ Elizabeth Harris
 - ☐ Sarah Zajac
 - ☐ Tiffany Jaime
 - ☐ Isaiah Thomas
 - ☐ Shannon Everdeen
 - ☐ Kelly Ballard
 - ☐ Kim Rifenbark
 - ☐ Katie Stratton
 - ☐ Taylor Finn
 - ☐ Terra Hugo
 - ☐ Andy Kowalczyk
 - ☐ Frankee Milkowski
 - ☐ Michelle Mayes
 - ☐ Kimberly Hubert
 - ☐ Lisa Fitzgerald
 - ☐ Taylor Richardson

3. Review of minutes from previous meeting

Approval: Allison Bartlette Seconded: Amanda Sajdak

Pinconning Middle School PTO Meeting Agenda

Old Business

Title	Current Ideas	New Updates
Literacy Showcase	Estimate of the total of bookmarks: \$25 Medals: \$28 Food: Price Little Cesars in Standish: \$272 Water: \$25 Snacks: Popcorn \$75 Cotton Candy-Request sugar waiting for confirmation-need two weeks notice (120) \$425 Approved: Allison Bartlette Seconded: \$450 Amanda will pick up pizzas. Bring the food items to the middle school gym. Allison will do book rewards	Ideas for next year
Monster Container Update	Pencils and wipes Flyer Allison will make a flyer	Repost flyer Revisit in the fall
Discuss Treasurer Updates	\$2,693.19	1,949.00
Sunshine Cart	Weinie Wednesday? Dress up as hot dogs? Maybe for the future. End of school-revisit at next meeting.	Last day of school June 2nd-suggestion to the teacher for the end of year. 11:30p.m. Hot dogs. Survey. Dirty Soda Bar \$100
Field Day	Kona Ice (270) May 22nd-Amanda will reach out to Kona Ice Kona Ice is \$950 going to do just ice cream cups instead	May 22nd Start after lunch 1-2:30p.m. 6-8pm 230 individuals \$175 for ice cream/popsicles Requesting that Frankee Milkowski provide any additional items that she needs funded for field day.
Mother/son activity-Idea from Tiffany	Future activity	
Teachers Appreciation Week	May 6th Wednesday 11:30-12:30 \$350.00	

Pinconning Middle School PTO Meeting Agenda

	Approved: Allison Bartlette Seconded: Jennifer Ballor	
How to use the money	Team will revisit this in May	Ongoing conversation
Schedule for next month's meeting		Wednesday, August 5th
Bingo	Maybe an idea for next year	Will add to next agenda
Meeting for PTO in summer		Wednesday, August 5th
PE/GYM equipment	Table for now and focus in on jerseys-Amanda will reach out.	Table for now and focus in on jerseys-Amanda will reach out.
Orientation	Tentative Date August 18th 12:15-3:00p.m. Freshman orientation at 6:00p.m. 8th graders going to 9th graders	Tentative Date August 18th 12:15-3:00p.m. Freshman orientation at 6:00p.m. 8th graders going to 9th graders
Concessions	Work with Nicole Enciso Food funded by PTO	Work with Nicole Enciso Food funded by PTO
Ideas for next year	Magnets for bathroom stalls Senior Magnets	Magnets for bathroom stalls Senior Magnets
Swag for six grade orientation	Jennifer will look swag.	Jennifer will look for swag
Fat Bear Designs-Pinconning Middle School	Allison will look into designs	Oddly Creative already has a shop that has gear.
High schoolers help with concessions	Get a sign up and have nicole Hines put it on the announcement.	Get a sign up and have nicole Hines put it on the announcement.
Name change: pinconing middle high school pto	Table for next meeting. Review the by laws.	Table for next meeting. Review the by laws.
Elections	Reelected: Amanda Sajdak Reelected: Allison Bartlette	Reelected: Amanda Sajdak Confirmed: Jennifer Ballor Seconded: Elizabeth Harris Reelected: Allison Bartlette Confirmed: Jennifer Ballor Seconded: Elizabeth Harris

4. Adjournment

- Approval: Allison Bartlette
- Seconded: Jennifer Ballor

Pinconning Middle School PTO Meeting Agenda

President/Secretary: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda



Secretary Agenda 25-26

Pinconning Middle School PTO Meeting Agenda

7/15/2025

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Date: [7/15/2025]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 10:00-11:15a.m.

2. Call to Order

- Start the PTO meeting with a welcome and any opening remarks
- Take attendance to note who is present at the PTO meeting (roll call)
 - Attendance:
 - Allison Bartlette, Amanda Sajdak, Jennifer Ballor, Elizabeth Harris, Sarah Zajac, Tiffany Jaime, Andy Kowalczyk

3. Review of minutes from previous meeting [6/2025]

- Establish a plan to initiate a middle school PTO
- Review expectations for a middle school PTO
- Nominations of officers
- Discussion of initial responsibilities for members attending the meeting

Approval: Amanda Sajdak

Seconded: Allison Bartlette

4. Old Business

- Elect Officers
 - Allison Bartlette elected as President
 - Approval: Amanda Sajdak
 - Seconded: Jennifer Ballor
 - Allison Bartlette elected as Secretary
 - Approval: Amanda Sajdak
 - Seconded: Jennifer Ballor

Pinconning Middle School PTO Meeting Agenda

- Amanda Sajdak elected as Treasurer
 - Approval: Allison Bartlette
 - Seconded: Jennifer Ballor
- Establish Bylaws
 - Current by laws were passed
 - Independent Bank will be used and current president (Allison Bartlette) and current treasurer (Amanda Sajdak) will go to Independent Bank to set up an account. The president and treasurer are authorized to sign on this account on behalf of the organization.
 - Approval: Allison Bartlette
 - Seconded: Amanda Sajdak
- Discuss Middle School
 - Orientation August 19th, 2025 11-1pm (6th grade), Have 12:30-3:00 (6-8th grade)
 - Flyer/Poster board, Stickers, Sign up form/QR code- Allison
 - Amanda, Jennifer, and Elizabeth will attend and have a rotating schedule
 - Swag Bag Raffle: Proposed-Jennifer Ballor, Seconded: Allison Bartlette
 - East Edge-Andy Kowalczyk will reach out to East Edge to find out if they can donate materials for the Meet and Greet table.
 - Fat Bear Design: Amanda Sajdak will reach out to Fat Bear Design to see if we can open a Spartan Store.
 - Calendar: Coordinate with Nicole Enciso on a Fundraising calendar throughout the year.
- Discuss Fundraising Opportunities
 - Soccer-August
 - Volleyball-September
 - Tiffany Jaime will set up a meeting with Nicole, Allison, and Amanda so that we can determine when we can use sporting events to fundraise money.
- Discuss Donations
 - Snack Donations: Allison Bartlette, Amanda Sajdak,
 - Rolling Cooler: Allison Bartlette and/or Amanda Sajdak
- Regular Meetings: The third Wednesday of every month-next meeting August 20th at 6:00p.m

8. New Business

- Fundraiser opportunities-Will be discussed at the next meeting.

9. Open Discussion

- Discussion with Tiffany about meeting in the School Store since the south doors will be open.

Pinconning Middle School PTO Meeting Agenda

10. Announcements

- None

11. Adjournment

- Approval: Allison Bartlette
- Seconded: Amanda Sajdak

Meeting Notes with Approval for By Laws:

President: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda

8/20/2025

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Date: [8/20/2025]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:08-7:00pm

2. Call to Order

- Attendance
 - ☐ Allison Bartlette,
 - ☐ Amanda Sajdak
 - ☐ Jennifer Ballor
 - ☐ Elizabeth Harris
 - ☐ Sarah Zajac
 - ☐ Tiffany Jaime
 - ☐ Isaiah Thomas

3. Review of minutes from previous meeting [7/15/2025]

Approval: Allison Bartlette

Seconded: Isaiah Thomas

4. Old Business

- Discuss Middle School Orientation
 - Internet access was an issue. Have a paper and pencil option for future opportunities.
 - Someone from PTO should speak and describe the PTO to parents. Tiffany presented information during the orientation
 - Raffle idea was successful
 - Stickers, key chains were successful.
 - Maybe have other stuff to give away including: Chapsticks, armband bracelet, croc charms, stress ball, sensory stickers,

Pinconning Middle School PTO Meeting Agenda

- Newsletters will be created and distributed to people who signed up-Allison will complete this.
- Raffle winner will be determined and posted-Allison will complete this.
- Concessions
 - Sarah will reach out to Casey Pashak to see about purchasing candy for concessions including: air head extremes and lollipops.
 - Concessions will continue for soccer: Amanda and Jennifer are volunteering for home games.
- Discuss Treasurer Updates
 - \$18 raised from concessions
 - Using Independent Bank

Approval: Amanda Sajdak

Second: Allison Bartlette

8. New Business

- Fundraiser opportunities
 - Volleyball-September
 - Basketball-Girls in October-December and Boys in January/February
 - Wrestling-November 4th (Tuesday). 300-400 people are expected. Elizabeth has access to a popcorn machine if we would like to use that for the wrestling event.
 - Track and field-April
 - Goose fundraiser-November
 - Future fundraiser-February
 - Trunk or Treat at East Edge-give out candy or have pencils to purchase using the machine that takes quarters.
- Alternative forms of payment
 - Venmo and Paypal take a portion of the money
 - Zeffy is more complex but does not take a portion of the money
 - Clover machine might be an option
 - Currently, the team is in agreement to just accept cash only for fundraising opportunities.
- Bulletin Board
 - PTO will have access to post on a bulletin board in the school.
 - Flyer with information will be created by Allison
- Popcorn day and Pizza for Concessions
 - Tiffany will update the team during the next meeting if we can have a popcorn day or have pizza for concessions.
 - Elizabeth knows someone who can let us use their popcorn machine for events

Pinconning Middle School PTO Meeting Agenda

- Halloween party for students as a fundraiser
 - 3:15-5:15pm
 - Tickets could be sold and numbered
 - Tiffany could reach out to teachers for volunteers during the event
 - Would need snacks, music, activities, and decorations
- Two teacher liaisons
 - Tiffany is asking for two teacher liaisons to be present for PTO meetings.
 - Isaiah Thomas (Pinconning Middle School Teacher) was present for today's meeting.

9. Open Discussion

- Keys for lockers
 - Tiffany Jaime will follow up with families that need access to a locker key.

10. Announcements

- None

11. Adjournment

- Approval: Allison Bartlette
- Seconded: Amanda Sajdak

President/Secretary: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda

Date: September 17th, 2025

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Date: [8/20/2025]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:00-7:15pm

2. Call to Order

- Attendance
 - ☒ Allison Bartlette,
 - ☒ Amanda Sajdak
 - ☒ Jennifer Ballor
 - ☒ Elizabeth Harris
 - ☐ Sarah Zajac
 - ☒ Tiffany Jaime
 - ☐ Isaiah Thomas
 - ☒ Shannon Everdeen
 - ☒ Kelly Ballard

3. Review of minutes from previous meeting [8/20/2025]

Approval: Allison Bartlette

Seconded: Amanda Sajdak

4. Old Business

- Discuss Newsletter, Raffle Winner, Bulletin Board
 - Newsletters will be created and distributed to people who signed up-Allison will complete this.
 - Raffle winner will be determined and posted-Allison will complete this.
 - Group okay with newsletter and second raffle
- Concessions Updates

Pinconning Middle School PTO Meeting Agenda

- Sarah will reach out to Casey Pashak to see about purchasing candy for concessions including: air head extremes and lollipops-Update: We continue to make money and will consider this for future purchases.
- Kelly Ballard is going to work the concessions on Tuesday, November 4th.
 - Concessions will continue for soccer: Amanda and Jennifer are volunteering for home games.
 - Cart-Tiffany will get the cart
 - Popcorn machine-Elizabeth and Jennifer
 - Donations for food-Allison
 - List of supplies-Jennifer will send this to Allison
 - Will buy supplies during the next meeting October 15th
- Halloween Opportunities
 - Trunk or Treat
 - East Edge-October 11th-Allison will reach out to organization
 - Kelly will check with the print shop and ATF in Bay City
 - Allison will send Kelly the image for sticker
 - Straw toppers, croc charms-possible ideas to give away
 - Shine water kids will be included
 - Linwood Village Inn October 12th-Not going to do this year since no one is available this day. Maybe next year.
 - Feed the monster-bring in donated candy
 - Jennifer will help make it
 - Allison will make the flyer
- Halloween Party
 - Not yet maybe 2026
- Homecoming
 - October 3rd
 - Amanda and Allison
 - Golf cart-TBD
 - Need signs created and candy-this will be from the "Feed the Monster" candy fundraiser
- Volleyball concessions
 - Amanda will continue to go to home games.
 - A proposed budget for \$200.00 for supplies for the four volleyball games.
 - Approval: Amanda Sajdak
 - Seconded: Allison Bartlette

Pinconning Middle School PTO Meeting Agenda

- Discuss Treasurer Updates
 - 9/17/25: Combined total of \$40 in the bank and \$271 cash.
 - Bank account: Independent bank-every month they take \$10-sign up for statements should improve this
 - Amanda is going to address this: Allison will support if needed.
 - Reimbursement request: \$75.00 for Amanda-will complete reimbursement form and upload to google drive. This document will be signed by Allison Bartlette, president and secretary.
 - Approval: Amanda Sajdak
 - Second: Allison Bartlette
- Proposed budget of \$250
 - Combined total for concessions/candy for upcoming home games to continue to raise money
 - Approved: Amanda Sajdak
 - Second: Allison Bartlette
- Girls basketball starts November 3rd
 - Allison may be able to attend 2-3 games in November/December
- Long term Agenda Items:
 - Space to store materials
 - Popcorn sales-lunch
 - Food preparation information-Tiffany will update team
- Ideas:
 - T-shirt and smaller items should go on an order form if we decide to do a fundraiser.
 - Tiffany Jaime sent a sample order form to gmail account
- Teacher appreciation back to school
 - 40 employees
 - Allison Bartlette will be putting this together
- Fat Bear Designs
 - Middle School PTO
 - Fat Bear Designs
 - Increase a price by \$1
 - Allison Bartlette will reach out to them
 - Cindy-989-545-2232
- Pinconning Parent Teacher Conferences
 - 4-7pm
 - Table and table cloth
 - Use the big table sign
 - Allison Bartlette, Kelly Ballard will be present for the conferences

Pinconning Middle School PTO Meeting Agenda

8. New Business

-

9. Open Discussion

- None

10. Announcements

- None

11. Adjournment

- Approval: Allison Bartlette
- Seconded: Amanda Sajdak

President/Secretary: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda

Date: October 15th, 2025

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Date: [8/20/2025]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:08-7:00pm

2. Call to Order

- Attendance
 - ☒ Allison Bartlette,
 - ☒ Amanda Sajdak
 - ☒ Jennifer Ballor
 - ☐ Elizabeth Harris
 - ☐ Sarah Zajac
 - ☒ Tiffany Jaime
 - ☐ Isaiah Thomas
 - ☒ Shannon Everdeen
 - ☒ Kelly Ballard
 - ☒ Kim Rifenbark
 - ☒ Taylor Finn

3. Review of minutes from previous meeting [8/20/2025]

Approval: Allison Bartlette

Seconded: Amanda Sajdak

4. Old Business

- UPDATE:
 - Allison will drop off the stuff for the raffle
 - Allison will send out the newsletters and next sign

Pinconning Middle School PTO Meeting Agenda

- \$175-made on the last volleyball game
- Girls basketball-concessions will start on November 3rd during home games
- Discussions about popcorn-there is another one that is owned by Shannon so we are going to use that.
- Increasing the prices on some items for concessions-PTO in agreement to the plan
- There is a large classroom that is locked that we are going to store items in. Amanda will work with Tiffany to get items here.
- Lisa is going to bring yellow containers to store the nonperishable food items.
- Popcorn budget for supplies
 - Gallon size bags
 - Oil, Salt, seeds, estimated amount \$100 Shannon will order popcorn supplies
 - Approved: Allison Bartlette
 - Second: Amanda Sadjak
 - Cart, Work order-Tiffany will get a popcorn cart for the home games
 - Use the group chat to coordinate home games and how to do popcorn
 - Popping the popcorn will be in the cafeteria
 - They will try a different location for having the concessions table
- Kelly and Amanda will go shopping for items for wrestling.
- Amanda will reach out to Casey regarding bulk candy
- Kelly Ballard and Allison are going to work the concessions for wrestling on Tuesday, November 4th. Jennifer will help get popcorn set up for the event.

Monster Container Update

- ☐ October Donation October 30th donate any additional candy to preschool GSRP.
- ☐ November/December-Girls underwear extra small or 2xl (mostly medium, large, xl)
- ☐ January/February-School supplies (notebooks, pencils,clorox, tissues)

- Discuss Treasurer Updates
 - UPDATE:
 - 10/15/25 We have \$616.24
 - Approved: Allison Bartlette
 - Second: Amanda Sajdak
 - See attached document below

Middle School PTO Budget fiscal yr july 1, 2024-june 30, 2026

- Teacher appreciation back to school
 - Employees expressed appreciation for the teacher appreciation gift

Pinconning Middle School PTO Meeting Agenda

- Fat Bear Designs
 - Middle PTO
 - Fat Bear Designs
 - Did not work out Will revisit later.
- Pinconning Parent Teacher Conferences
 - 4-7pm
 - Table and table cloth
 - Use the big table sign
 - Allison Bartlette will be present for the conferences

Sunshine committee and Sunshine cart

- Will continue to discuss on November 17th.

8. New Business

- Fundraiser-blanket fundraiser-Allison Bartlette
- Flyer
- Update our flyer for concessions to include fundraiser blanket
- Virtual and in person purchases
- Spartan logo

9. Open Discussion Ideas

- Fund a Meal during parent teacher
- First week of May (teacher appreciation May 4th-8th)
- Dance
- Support field day (student council)
- Holiday dance
- Glowstick dance
- Nerf gun
- Work with Mr. Pomaville (art teacher-paint) on mural
- Cotton Candy with Pioneer Sugar
- CJ's-talk to him-Spirit night-Sunshine cart-Allison
- Buffalo Wild Wings
- Arby's Linwood

Pinconning Middle School PTO Meeting Agenda

10. Announcements

- None

11. Adjournment

- Approval: Allison Bartlette
- Seconded: Amanda Sajdak

President/Secretary: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda

Date: November 19th, 2025

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:30-7:30pm

2. Call to Order

- Attendance
 - ☒ Allison Bartlette,
 - ☒ Amanda Sajdak
 - ☒ Jennifer Ballor
 - ☐ Elizabeth Harris
 - ☐ Sarah Zajac
 - ☒ Tiffany Jaime
 - ☐ Isaiah Thomas
 - ☒ Shannon Everdeen
 - ☐ Kelly Ballard
 - ☐ Kim Rifenbark
 - ☐ Taylor Finn
 - ☒ Terra Hugo
 - ☒ Andy Kowalczyk

3. Review of minutes from previous meeting

Approval: Allison Bartlette

Seconded: Amanda Sajdak

Old Business

Pinconning Middle School PTO Meeting Agenda

Title	Last meeting notes	Update
Newsletter, Facebook posts	Raffle winner stuff will be brought to parent teacher conference	Allison will post a newsletter and update facebook posts for next scheduled PTO meeting.
Concessions	\$175-made on the last volleyball game Girls basketball-concessions will start on November 3rd during home games Discussions about popcorn-there is another one that is owned by Shannon so we are going to use that. Increasing the prices on some items for concessions-PTO in agreement to the plan There is a large classroom that is locked that we are going to store items in. Amanda will work with Tiffany to get items here. Lisa is going to bring to yellow containers to store the nonperishable food items. Popcorn budget for supplies Gallon size bags Oil, Salt, seeds, estimated amount \$100 Shannon will order popcorn supplies Approved: Alliso Bartlette Second: Amanda Sadjak Cart, Work order-Tiffany will get a popcorn cart for the home games Use the group chat to coordinate home games and how to do popcorn Popping the popcorn will be in the cafeteria They will try a different location for having the concessions table Kelly and Amanda will go shopping for items for wrestling. Amanda will reach out to Casey regarding bulk candy Kelly Ballard and Allison are going to work the concessions for wrestling on Tuesday, November 4th. Jennifer will help get popcorn set up for the event.	Concessions going okay. We might maybe need a flag for concession. Will check in later on this. December 10th-Wednesday last the girl's basketball game. Jake Kolka has ziploc bags to purchase-Amanda will follow up for popcorn

Pinconning Middle School PTO Meeting Agenda

Monster Container Update	October Donation October 30th donate any additional candy to preschool GSRP. November/December-Girls underwear extra small or 2xl (mostly medium, large, xl) January/February-School supplies (notebooks, pencils, clorox, tissues)	No one has donated yet. Allison will post another flyer.
Discuss Treasurer Updates	10/15/25 We have \$616.24 Approved: Allison Bartlette Second: Amanda Sajdak See attached document below  Middle School PTO Budget fi...	\$1,183.98 without CJ's Approved Amanda Sajdak Seconded: Allison Bartlette
Sunshine Cart/Vice Principal Fun Days 12 Gifts of Christmas	We will continue to discuss this idea on November 17th. Fundraiser with CJ's will help fund this.	Will use what is already established by the Vice Principal for the month of December. \$50 for Little Debbie Approved: Allison Bartlette Seconded Amanda Sadjak \$150 for donuts Shannon will check with H and H Approved: Allison Bartlette Seconded: Amanda Sadjak
Fundraiser Blanket	Allison will contact, flyer will be made, virtual and in person fundraiser.	We are at around 61 as of 11/19/25. Fundraiser will stop on Sunday, November 23rd. Around \$800 may be needed to make up the difference if we don't sell 75 blankets. Approved: Allison Bartlette Seconded: Amanda Sadjak
Ideas for Activities throughout the year	• Fund a Meal during parent teacher • First week of May (teacher appreciation May 4th-8th) • Dance • Support field day (student council) • Holiday dance • Glowstick dance • Nerf gun	These will be discussed at upcoming meetings.

Pinconning Middle School PTO Meeting Agenda

	• Work with Mr. Pomaville (art teacher-paint) • Cotton Candy with Pioneer Sugar • CJ's-talk to him-Spirit night-Sunshine cart-Allison • Buffalo Wild Wings • Arby's Linwood	
Andy's Update	Bond is up six year it expires The engineers have met with Andy Board gave directive to see what the buildings needed. Came up with some plans and it has changed since the initial plans. Start with secondary and then move elementaries. Field house? Auditorium? The elementaries are from the 50s and need lots of things updated Andy spoke on increasing the bond in November 2026. Andy provided comments to be entered into the PTO notes (See below) Middle School PTO Summary on Facility Upgrades Meetings were held at Garfield hall, Frasher hall, Mt. Forest hall, Pinconning library. Current facilities- • MS/HS could use lockers as they are old and breaking. • Elementaries were built in the 50's. • Plumbing, casework (cabinets, sinks, bathrooms), electric wiring, heat, and fire alarm systems need to be replaced. Safety entry should be a vestibule. Currently, guests must be buzzed in which is good but not the best. ○ Electricity needs in the 60s compared to now!	

Pinconning Middle School PTO Meeting Agenda

- An auditorium would be useful for meetings, guest speakers, musicals, band or holiday concerts, assemblies, school performances and public performances. Currently, the audience looks up at the stage.
- Field House is a large indoor space for practices or activities that need protection from weather. Sports teams would use it.
- Our student numbers have gone down.
- Beneficial to move to one elementary from two elementary buildings with two roofs, two boilers, two playgrounds, and double of everything that needs maintenance.
- Linwood students miss out on
 - Working with MS/HS students (reading buddies)
 - Visiting hs labs and classes
 - Viewing tech projects or musical performances
 - Getting treatment at SBHS
 - Teacher collaboration within the grade.
 - Equal class sizes
 - Can't get to after school activities on time. (track day, wrestling practice, drama productions)

Possible Upgrades (beginning phases, theory)

Original options

1. Update linwood for Pre-k -1, new 2-5 building= \$28M
2. New K-5= \$32.5M
3. Field House \$5 M
4. Auditorium-\$9M

- Refurbishing both elementary buildings is not cost effective for what we need done.
- Building a new separate elementary over 32 million
- Adding to our existing HS/MS building is around 20 million. We would save on a gym, library, staff lounge.
- 5th grade could use the last four rooms in MS.

Costs

\$100,000 taxable value home would increase \$80 if we passed the \$20 M elementary school

\$170 if we added the auditorium

Pinconning Middle School PTO Meeting Agenda

	How would one campus also help the district? ● We have students in Estey who ride the bus to Linwood. Parents are 30 min away. ● No other new elementary in the area. Could bring in students ● More bids and better costs due to no rush. We could continue with school in our buildings until new wing is completed. Contractors sometimes jack up the price due to not being able to fit in the work or don't bid at all. Why Auditorium? ● Used by all students and community. Discussions- ● GLBR has an initiative to increase the population by 40k by 2040 due to jobs and companies that are needed. ● Schools are important to families looking to move into an area. ● Good schools are also the cheapest way to assure your home keeps its value ● Families that have been in their homes for a while have lower taxable values. ● Parents would benefit from all students on one campus and it would save the community money. ● We are not closing Linwood and moving into central, eliminating both elementary buildings and moving into a new building. . ● Downsizing when student count is decreasing is smart ● Voting in Nov 2026 ● If passed would probably open fall of 2028/29 What is next- ● Narrow our ask or plan.
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Pinconning Middle School PTO Meeting Agenda

	• Survey the community- companies do this and they give an accurate idea of what the community will support. • More meetings and input from staff and community..	
CJ's Grill	\$600+ dollars	Ideas for next year: Sitting there all day could be helpful for selling the raffle tickets. Send out thank you message on facebook-sent to Tiffany
Candy Grams	For Christmas-write a note to friend with candy and have it delivered by someone at school. Ryan Cooley-Amanda will follow up on this. STicker on candy.	Tiffany checked and middle school already has a candy gram idea. Postpone to January/February possibly.

11. Adjournment

- Approval: Allison Bartlette
- Seconded: Amanda Sajdak

President/Secretary: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda

Date: January 22nd, 2026 (Canceled December 17th and rescheduled January 21st)

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:00-7:45:pm

2. Call to Order

- Attendance
 - ☒ Allison Bartlette,
 - ☒ Amanda Sajdak
 - ☐ Jennifer Ballor
 - ☐ Elizabeth Harris
 - ☐ Sarah Zajac
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 - ☐ Kelly Ballard
 - ☐ Kim Rifenbark
 - ☒ Katie Stratton
 - ☐ Taylor Finn
 - ☐ Terra Hugo
 - ☐ Andy Kowalczyk
 - ☒ Frankee Milkowski

3. Review of minutes from previous meeting

Approval: Allison Bartlette

Seconded: Amanda Sajdak

Pinconning Middle School PTO Meeting Agenda

Old Business

Title	Last Update/New Ideas	Current Updates
Concessions	Concessions going okay. We might maybe need a flag for concession. Will check in later on this. December 10th-Wednesday last the girl's basketball game. Jake Kolka has ziploc bags to purchase-Amanda will follow up for popcorn	Boys basketball-starts on Monday, January 26th. Volunteers for 8th basketball Budget \$200.00 Approved: Katie Stratton Seconded: Jennifer Ballor Flyer will be created by Allison
Monster Container Update	No one has donated yet. Allison will post another flyer.	Posted a flyer about the monster container for school supplies and continued clothing donation. Flyer will be created by Allison-Notebooks, pencils, tissues, clorox, presharpended pencils, folders, socks, and deodorant March-May=Field day items?
Discuss Treasurer Updates	\$1,183.98 without CJ's Approved: Amanda Sajdak Seconded: Allison Bartlette	\$2, 237.62 as of 1/21/26 Approved: Amanda Sajdak Seconded: Allison Bartlette
Sunshine Cart/Vice Principal Fun Days 12 Gifts of Christmas	Will use what is already established \$50 for Little Debbie Approved: Allison Bartlette Seconded Amanda Sadjak \$150 for donuts Shannon will check with H and H Approved: Allison Bartlette Seconded: Amanda Sadjak	Continue the sunshine Chocolate Lotto tickets Healthy-granola bars Oranges 50 adults \$150 Approved: Katie Stratton Seconded: Allison Bartlette Amanda will be picking up the items
Blanket Fundraiser	We are at around 61 as of 11/19/25. Fundraiser will stop on Sunday, November 23rd. Around \$800 may be needed to make up the difference if we don't sell 75 blankets. Approved: Allison Bartlette Seconded: Amanda Sadjak	Bring a couple to the basketball games- Flyer-Amanda's email-choice of the two blankets. \$35 PTO will give Tiffany 5 blankets and Pinconning Middle School will determine how to distribute.
Candy Grams	Tiffany checked and middle school already has a candy gram idea. Postpone to January/February possibly.	Middle school student council will be buying candy grams
Responsibilities for money	Discussion about designee	For now: Treasurer and members can use the money President/ Secretary will document

Pinconning Middle School PTO Meeting Agenda

		the transaction into the agenda/minutes
Bracelets	Purchase order	During lunch time 11:39-12:39 Estimated \$100 Approval: Katie Stratton Seconded: Jennifer Ballor Give to kids during the game night.
Popcorn	Approved: Allison Bartlette Seconded: Lisa Fitzgerald Seconded: Amanda Sadjak \$50 to use for popcorn for the December event	Team would like all school popcorn \$175 Approved: Jennifer Ballor Seconded: Katie Straton Flyer-Allison will make a flyer for popcorn Maybe February 6th Call for Donations-privately message and then let Allison know
Field Day Ideas	Ice cream truck/treat Kona Ice/Kona Ice Truck Will address at future meetings	
Frankee Milkowski's Ideas	Family engagement request: Get more parents in the building. Have a family date night/board game idea. We would want to provide a meal, hand out tickets for RSVP, board games set up in the gym, activities to have families play, card games, etc. Food: CJ's burger bar Pinconning 6:00-7:30 Doing raffles (raffle baskets) Have it be a free event Meals would be free event Using a QR code Make a hand out Games donated Michelle Mayes, Frankee Milkowski Waiting on gym availability. Thursday, March 12th or 26th? Taco bar? CJ's QR Codes-To get a review of the game night Photo booth-Amanda is going to research Jennifer are going to research photo booth	
February 27th Dance	It is going to be after school-need chaperone help and snack table Middle School Student council Need volunteers Text PTO members Continue to discuss on February 19th	

Pinconning Middle School PTO Meeting Agenda

Fundraiser	Needs more ideas	
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4. Adjournment

- Approval: Allison Bartlette
- Seconded: Amanda Sajdak

President/Secretary: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda

February 19th, 2026

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:00-7:15pm

2. Call to Order

- Attendance
 - ☒ Allison Bartlette,
 - ☒ Amanda Sajdak
 - ☒ Jennifer Ballor
 - ☒ Elizabeth Harris
 - ☐ Sarah Zajac
 - ☒ Tiffany Jaime
 - ☐ Isaiah Thomas
 - ☒ Shannon Everdeen
 - ☐ Kelly Ballard
 - ☐ Kim Rifenbark
 - ☒ Katie Stratton
 - ☐ Taylor Finn
 - ☐ Terra Hugo
 - ☐ Andy Kowalczyk
 - ☐ Frankee Milkowski
 - ☒ Michelle Mayes

3. Review of minutes from previous meeting

Approval: Allison Bartlette

Seconded: Amanda Sajdak

Old Business

Pinconning Middle School PTO Meeting Agenda

Title	Previous Updates	Current Updates
Concessions	Boys basketball-starts on Monday, January 26th. Volunteers for 8th basketball Budget \$200.00 Approved: Katie Stratton Seconded: Jennifer Ballor Flyer will be created by Allison	One more game for concessions. Track season. Tiffany will check into this for us. April/May. Weekday. Bring the blanket to the track meet. April 14th around 4:30p.m. Sent to the group chat to let PTO know so that they can volunteer.
Monster Container Update	Posted a flyer about the monster container for school supplies and continued clothing donation. Flyer will be created by Allison-Notebooks, pencils, tissues, clorox, presharpended pencils, folders, etc. socks and deodorant March-May=Field day items?	Extend the monster container for school supplies until March.
Discuss Treasurer Updates	\$2, 237.62 as of 1/21/26 Approved: Amanda Sajdak Seconded: Allison Bartlette	\$2,653.76 Approved: Amanda Sajdak Seconded: Allison Bartlette
Sunshine Cart/Vice Principal Fun Days 12 Gifts of Christmas	Continue the sunshine Chocolate Lotto tickets Healthy-granola bars Oranges 50 adults \$150 Approved: Katie Stratton Seconded: Allison Bartlette Amanda will be picking up the items	\$200 for healthy foods and drinks Jennifer and Amanda will be going to get the items. Door hanger-Allison will create and drop off. Team will coordinate a date. Approved: Jennifer Ballor Seconded: Shannon Everdeen
Blanket Fundraiser	Bring a couple to the basketball games- Flyer-Amanda's email-choice of the two blankets. \$35 PTO will give Tiffany 5 blankets and Pinconning Middle School will determine how to distribute.	Blankets are being given out once a month as a surprise to the middle school students. This is going well and the school doesn't currently need any more donations.
Responsibilities for money	For now: Treasurer and members can use the money President and Secretary will document the transaction into the agenda/minutes	No new updates
Bracelets	During lunch time 11:39-12:39 Estimated \$100 Approval: Katie Stratton Seconded: Jennifer Ballor Give to kids during the game night.	Give out at Parent teacher conferences. Amanda will send in bracelets.
Popcorn	Team would like all school popcorn \$175	Went well. There was extra that was passed out. Will consider this idea

Pinconning Middle School PTO Meeting Agenda

	Approved: Jennifer Ballor Seconded: Katie Straton Flyer-Allison will make a flyer for popcorn Maybe February 6th Call for Donations-privately message and then let Allison know	for the future.
Field Day	Ice cream truck/treat Kona Ice/Kona Ice Truck Will address at future meetings	No new updates
Frankee Milkowski's update	Family engagement request: Get more parents in the building. Have a family date night/board game idea. We would want to provide a meal, hand out tickets for RSVP, board games set up in the gym, activities to have families play, card games, etc. Food: CJ's burger bar Pinconning 6:00-7:30 Doing raffles (raffle baskets) Have it be a free event Meals would be free event Using a QR code Make a hand out Games donated Michelle Mayes, Frankee Milkowski Waiting on gym availability. Thursday, March 12th or 26th? Taco bar? CJ's QR Codes-To get a review of the game night Photo booth-Amanda is going to research Jennifer are going to research photo booth	March 12th-6:00-7:30-Middle School Gym Flyer-Allison will make Taco bar Free RSVP-QR code Call the office to register Andy planned on bringing a lot of games If anyone brings a game, make sure to label your game CJ's would be able to help. PTO in agreement to pay for social emotion items for Michelle Mayes request for a donation (\$77.00) Approved: Jennifer Ballor Seconded: Allison Bartlette Possibly have a questionnaire for the mother son idea at the family game night PTO in agreement to pay for the photo booth materials (\$27.99) Approved: Jennifer Ballor Seconded: Allison Bartlette
February 27th Dance	It is going to be after school-need chaperone help and snack table Middle School Student council Need volunteers Text PTO members Continue to discuss on February 19th	Sold only 18 tickets Team will help get out the word
Fundraiser	Needs more ideas	Discussion of ideas: Old fashion concessions Cotton Candy. Preorder the cotton candy-order form-Someone will need to be in the office to collect that money.

Pinconning Middle School PTO Meeting Agenda

		Team decided that we would consider doing CJ's again and Mother son activity. Jelly Ball during the mother son night was an idea
Mother/son activity-Idea from Tiffany		Consider for May around Mother's day.
How to use the money		• Pay for decorations around the school • Mural-pay for art supplies • Pay for sports equipment or for robotics. Tiffany will send a message to Nicole Enciso to find out more information about the sports equipment.
Parent Teacher Conferences		Parents teacher conference March 5th Allison and Jennifer will volunteer Blankets can be sold Bracelets can be given out.
Blankets		Donate three to book awards

4. Adjournment

- Approval: Allison Bartlette
- Seconded: Elizabeth Harris

President/Secretary: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda

April 14th, 2026

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:00-7:15pm

2. Call to Order

- Attendance
 - ☒ Allison Bartlette,
 - ☒ Amanda Sajdak
 - ☒ Jennifer Ballor
 - ☐ Elizabeth Harris
 - ☐ Sarah Zajac
 - ☐ Tiffany Jaime
 - ☐ Isaiah Thomas
 - ☒ Shannon Everdeen
 - ☐ Kelly Ballard
 - ☒ Kim Rifenbark
 - ☒ Katie Stratton
 - ☐ Taylor Finn
 - ☐ Terra Hugo
 - ☐ Andy Kowalczyk
 - ☐ Frankee Milkowski
 - ☐ Michelle Mayes
 - ☒ Kimberly Hubert
 - ☒ Lisa Fitzgerald

3. Review of minutes from previous meeting

Approval: Allison Bartlette

Seconded: Amanda Sajdak

Pinconning Middle School PTO Meeting Agenda

Old Business

Title	Previous Updates	Current Ideas
Literacy Showcase	Kimberly Hubert has requested assistance and/or donations from the PTO. The PTO has three members who will try to be there to help out with concessions. It will be on April 29th from 4-6pm Requests for donations include: 1. Pizza for after school snack 2. Popcorn and/or cotton candy machine (see Tiffany's email about free cotton candy) 3.	Estimate of the total of bookmarks: \$25 Medals: \$28 Food: Price Little Cesars in Standish: \$272 Water: \$25 Snacks: Popcorn \$75 Cotton Candy-Request sugar waiting for confirmation-need two weeks notice (120) \$425 Approved: Allison Bartlette Seconded: \$450 Amanda will pick up pizzas. Bring the food items to the middle school gym. Allison will do book rewards
Bus Driver Appreciation Day	April 28th is Bus Drive Appreciation Day-what should we do.	19 bus drivers \$75 Approved: Allison Bartlette Seconded: Amanda Sajdak
National Principals Day	May 1st	Team agreed to \$10 gift cards for 3 principals and two secretaries Approved: Allison Bartlette Seconded: Jennifer Ballor
Monster Container Update	Extend the monster container for school supplies until March.	Pencils and wipes Flyer Allison will make a flyer
Discuss Treasurer Updates	\$2,653.76 Approved: Amanda Sajdak Seconded: Allison Bartlette	\$2,693.19
Sunshine Cart	\$200 for healthy foods and drinks Jennifer and Amanda will be going to get the items. Door hanger-Allison will create and drop off. Team will coordinate a date. Approved: Jennifer Ballor Seconded: Shannon Everdeen	Weinie Wednesday? Dress up as hot dogs? Maybe for the future. End of school-revisit at next meeting.

Pinconning Middle School PTO Meeting Agenda

Field Day	No new updates	Kona Ice (270) May 22nd-Amanda will reach out to Kona Ice Kona Ice is \$950 going to do just ice cream cups instead
Frankee Milkowski's update	Cancelled-will revisit in the future	
Mother/son activity-Idea from Tiffany	Consider for May around Mother's day.	Future activity
Teachers Appreciation Week	May 4-8 Asking PTO if we can help fund Travelin' Toms Coffee for \$350 to fund fifty people.	May 6th Wednesday 11:30-12:30 \$350.00 Approved: Allison Bartlette Seconded: Jennifer Ballor
How to use the money	• Pay for decorations around the school • Mural-pay for art supplies • Pay for sports equipment or for robotics. Tiffany will send a message to Nicole Enciso to find out more information about the sports equipment. •	Team will revisit this in May
Schedule for next month's meeting	May 13th at 6:00	
Yay-We get a new popcorn machine	Thank you to Shannon for donating the popcorn machine which will be stored at the school	
bingo	Table for fall. There is one probably at the library. Allison will contact the library.	
Meeting for PTO in summer	August date-avoid Fridays	

4. Adjournment

- Approval: Allison Bartlette
- Seconded: Jennifer Ballor

President/Secretary: Allison Bartlette_____

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda

May 13th, 2026

1. Log Meeting Details

- School Name/PTO: [Pinconning Middle School]
- Meeting Location: [605 W. 5th Street, Pinconning MI 48650]
- Time: 6:00-7:15pm

2. Call to Order

- Attendance

- ☒ Allison Bartlette,
- ☒ Amanda Sajdak
- ☒ Jennifer Ballor
- ☒ Elizabeth Harris
- ☐ Sarah Zajac
- ☒ Tiffany Jaime
- ☐ Isaiah Thomas
- ☐ Shannon Everdeen
- ☐ Kelly Ballard
- ☐ Kim Rifenbark
- ☐ Katie Stratton
- ☐ Taylor Finn
- ☐ Terra Hugo
- ☐ Andy Kowalczyk
- ☐ Frankee Milkowski
- ☐ Michelle Mayes
- ☐ Kimberly Hubert
- ☐ Lisa Fitzgerald

3. Review of minutes from previous meeting

Approval: Allison Bartlette Seconded: Amanda Sajdak

Pinconning Middle School PTO Meeting Agenda

Old Business

Title	Current Ideas	New Updates
Literacy Showcase	Estimate of the total of bookmarks: \$25 Medals: \$28 Food: Price Little Cesars in Standish: \$272 Water: \$25 Snacks: Popcorn \$75 Cotton Candy-Request sugar waiting for confirmation-need two weeks notice (120) \$425 Approved: Allison Bartlette Seconded: \$450 Amanda will pick up pizzas. Bring the food items to the middle school gym. Allison will do book rewards	Ideas for next year
Monster Container Update	Pencils and wipes Flyer Allison will make a flyer	Repost flyer Revisit in the fall
Discuss Treasurer Updates	\$2,693.19	1,949.00
Sunshine Cart	Weinie Wednesday? Dress up as hot dogs? Maybe for the future. End of school-revisit at next meeting.	Last day of school June 2nd-suggestion to the teacher for the end of year. 11:30p.m. Hot dogs. Survey. Dirty Soda Bar \$100
Field Day	Kona Ice (270) May 22nd-Amanda will reach out to Kona Ice Kona Ice is \$950 going to do just ice cream cups instead	May 22nd Start after lunch 1-2:30p.m. 6-8pm 230 individuals \$175 for ice cream/popsicles Requesting that Frankee Milkowski provide any additional items that she needs funded for field day.
Mother/son activity-Idea from Tiffany	Future activity	
Teachers Appreciation Week	May 6th Wednesday 11:30-12:30 \$350.00	

Pinconning Middle School PTO Meeting Agenda

	Approved: Allison Bartlette Seconded: Jennifer Ballor	
How to use the money	Team will revisit this in May	
Schedule for next month's meeting		
Bingo	Maybe an idea for next year	
Meeting for PTO in summer		
PE/GYM equipment	Table for now and focus in on jerseys-Amanda will reach out.	
Orientation	Tentative Date August 18th 12:15-3:00p.m. Freshman orientation at 6:00p.m. 8th graders going to 9th graders	
Concessions	Work with Nicole Enciso Food funded by PTO	
Ideas for next year	Magnets for bathroom stalls Senior Magnets	
Swag for six grade orientation	Jennifer will look swag.	
Fat Bear Designs-Pinconning Middle School	Allison will look into designs and	
High schoolers help with concessions	Get a sign up and have nicole Hines put it on the announcement.	
Name change: pinconing middle high school pto	Table for next meeting. Review the by laws.	
Elections	Reelected: Amanda Sajdak Reelected: Allison Bartlette	

4. Adjournment

- Approval: Allison Bartlette
- Seconded: Jennifer Ballor

President/Secretary: Allison Bartlette_____

Pinconning Middle School PTO Meeting Agenda

Treasurer: Amanda Sajdak_____

Pinconning Middle School PTO Meeting Agenda