

Little Chute Elementary School
Parent Teacher Organization (PTO)



Board Meeting Agenda
Nov. 9th, 2021 • 6:30PM • LCES Library

I. WELCOME/INTRODUCTIONS

Meeting Attendance:

Melissa Barribeau, Sarah Peeters, Martina Hunt, Marc Vandenhouten, Jenna Hietpas, Kristine Stuyvenberg, Melissa Suttner, Becky Pamperin, Amy Vanderloop, Lindsay Fenlon, Erin VanHarpen, Stacey Hammons, Kassidy Riese.

2. BUDGET UPDATE

- Overview; any changes?
Refer to the board meeting agenda.

3. TOPICS FOR DISCUSSION

- **Snacks** and small plastic cups for the teachers' lounge.
(Melissa Barribeau)
Who is going to take care of it every month? How much PTO can spend on snacks for classrooms?
Mrs. Jenna Hietpas will email a reminder to all teachers about how the PTO snacks should be used.
- **Kwik Trip Gift Card Fundraiser:** (Mrs. Jenna Hietpas).
LCES PTO will earn an additional 10% rebate when the customers purchase in-store merchandise with their gift cards. We can post a reminder on the PTO FB page.

- If we made enough money can each classroom do an extra **field trip** this school year? Or how can we start spending our PTO money?
(Mr. Marc Vandenhouten, Mrs. Jenna Hietpas, Mrs. Kristine Stuyvenberg)
Teachers need to decide if they want to do some fun field trips and let PTO know how much money they need per grade.
- **Seroogy's Fundraiser** (Mr. Vandenhouten)
More information.
Every child gets one chocolate bar for their birthday. Seroogy's Candy Bars are available for purchase in the elementary office for \$1.50 each. We currently have seven flavors in stock: Peanut Butter Crisp, Mocha Meltaway, Almond Meltaway, Mint Meltaway, Chocolate Crisp, Pure Milk Chocolate Bar, and Chocolate Meltaway. You may also purchase a box of 48 candy bars for \$72 to either keep the bars or sell them on your own. All proceeds will be going back to the Little Chute Elementary School PTO.
- **Amazon Wish List for Teachers:** (Mr. Vandenhouten)
More info.
Mrs. Jenna Hietpas and Mrs. Melissa Suttner will make a Gift Register for all the teachers so we can have a list for our PTO and parents.
- **Apparel Order, Spiritwear:** (Mrs. Jenna Hietpas)
How did it go? Review.
We can use this sale for our next fundraiser, but we need to increase the price \$1 or \$2 dollars per item to make any money. Reminder, for the next order we need to enter the name of the student and name of the teacher per order, so each box will have a label when we get our orders back.
- **Snack Sale #1:** (Lindsay Fenlon, Becky Pamperin, Aleigh Whitehead, Amber Hermsen).
Are we ready?
First Sale: November 11th. 2 carts will be used. Everything is ready. Next time, we can send a menu list to all teachers so the kids can be ready to order when the snack cart comes to their classroom.

- **Reminder: Check request form** is in the PTO mailbox. Fill out the form, put your receipt in the envelope, and leave it there for Sarah Peeters.
- **Any Fundraisers?** Chipotle, Tom's Drive In, Taco Bell.
Sarah Peeters will email Culver's if we can do Culver's Night.
- **Marcus Movie Tickets Sale Fundraiser:** (Sarah Peeters)
Keep or cancel it this year? **Not this year.**
- **Fang Reading Night (May 2022).** (Sarah Peeters)
No prizes for each base, only free ticket, and food voucher if the child brings all the reading bases back to school. Can each family pick a date for the game? Sarah will email the Timber Rattlers for more information.

4. OLD BUSINESS

- We have \$3800 **scholastic dollars** to use. (Megan Schommer, Jenna Hietpas)
How did it go? Review.
Feedback from the teachers: It was very hard to do the teachers' orders online as a team. Can they get more Scholastic catalogs for the next time? Could all teachers just see the catalog and pick what they want and send it to Shannon Pomeroy to order?
Shannon will have more information for our next PTO meeting.
- **Reminder:** Did all the volunteers fill out the **Volunteer Form** and bring it to school?
Please, fill out your Volunteer Form and bring it to the school for approval and criminal background screening (it can take up to two weeks to be approved, fyi). Here is the link: [Volunteer Form](#) or Megan Schommer will give you a copy at the meeting.
Also, when you come to the school to volunteer, bring your driving license with you (the school office needs it for printing your name tag).
Homeroom teachers can let you know if your background check is approved.

- **Simon's Cheese Sale:** (Martina Hunt).
Sale is running from October 7th to October 25th. Coupon delivery will be November 16th. We made \$2,815. Next year this event should be in September.
- **Popcorn Day #1:** (Amber Hermesen, Holly Brockman)
How did it go? Review.
First Popcorn Day was on October 14. Next time we need more volunteers to pop the popcorn. SignUpGenius is out for our Popcorn Day #2.
- **Fall Conference Meals,** (Andrea Zimmermann, Amy Vanderloop, Holly Brockman).
Date: October 18-21st. How did it go? Review.
The event went very well. Parents wanted to donate more food, so we will do the next one in the week of February 7-11th for the next parent - teacher conferences. Some of the school members have dietary restrictions so we need to save and label their meals for the next time.
- **Scholastic Fall Book Fair,** (Shannon Pomeroy, Martina Hunt)
Date: Oct. 19th to 26th. How did it go? Review. When will our Bogo Sale be in spring? Shannon Pomeroy will email Mr. Vandenhouten when we can have our BOGO Sale in spring.
- **Water fountain bottle filler:** (Mrs. Jenna Hietpas, Mr. Vandenhouten).
Can the PTO buy any? (It will be by the 2nd grade bathrooms). The school only has 1 upstairs and 1 downstairs. In order for 2nd graders to fill up water bottles (and it is even worse these last 2 years because of no water fountains being turned on). Kids have to walk through the 3rd and 4th grade hallways and teachers have been told numerous times that it causes too much distraction for them.
Any updates from Mr. Mark Ponschock about the processes and prices for us?

School district was asked to cover the cost, their meeting was on Monday, November 8th. We have to wait for more updates from the Little Chute Area School District.

5. NEW BUSINESS

December

- **Popcorn Day #2** (Amber Hermsen, Holly Brockman)
Second Popcorn Day will be on December 10th.
Do we need more helpers (popping popcorn will be on December 9th)?
We still need one more person to help to pop the popcorn on December 9th, 3-5pm. SignUpGenius link is here [Popcorn Popping](#).
- Any fun events for December?
School Staff Appreciation Team - Erin VanHarpen will check prices for the Christmas Staff Appreciation Event in December, (coffee, cookies, or cupcakes?)

January

- **Reach for the Stars Reading Program** (Shannon Pomeroy)
Does Shannon want to be the event organizer?
More information at the next meeting.
- **Snack Sale #2:** (Lindsay Fenlon, Becky Pamperin, Aleigh Whitehead, Amber Hermsen)
Date? Do we need more helpers?
Next Snack Sale is on January 13th, 2022. Sarah Peeters needs to pick up some change for the sale (1 dollar bills).
- **Snowflake Social Event:**
Are we going to keep it or cancel it? Chair for it.

February 18th, 2022. Chair: Megan Schommer. Volunteers can contact Megan. The SignUp link will be posted soon.

6. FYI-PREVIOUS FUNDRAISING PROGRAMS

Simon's Cheese Sale (Sep.24-Oct.9, 2019)
Culver's Family Night (Sep. 30, 2019)
Scholastic Fall Book Fair (Oct. 19-21, 2020/21)
Snack Sale (Nov. 13, Jan.15, Mar.12, 2020/21)
Reach for the Stars Reading Program (Jan. 4-15, 2020/21)
Fundraisers: Chipotle, Tom's Drive In, Taco Bell.
Marcus Movie Ticket Fundraiser

7. FYI-PREVIOUS EVENTS

National Walk to School Day (Oct. 7, 2020/21)
Popcorn Day (Oct.16, Dec.18, Feb.19, Apr.16, 2020/21)
Educator Appreciation Week (May 3-7, 2020/21)
Fang Reading Night (May, 2021)
Walking Paths (Oct. 7-11, 2019)
Snowflake Social (Jan.31, 2019)

8. QUESTIONS AND CLOSING

Next PTO Meeting - January 11th, 6:30 pm, LCES Library.