

# Country Dale PTO Meeting Agenda

## May 14, 2024

1. Call to Order -
2. Roll Call & Introductions (as necessary)
  - President – Leah Palmer • Vice President - Rory Cook, • Secretary - Mary Wheeler, • Treasurer - Jackie Moen, • Teacher Liaison - Tina Buelow
3. Meeting Minutes - April Minutes
4. President's Report – Leah Palmer
5. Secretary's Report - Mary Wheeler
6. Treasurer's Report - Jackie Moen
7. Teacher Liaison & Principal Report - Tina Beulow & Mrs. Jean. Tina will stay on as liaison for the next year.
8. New business
  - A. Any budget changes for next year?
    - a. Combine funds for 5th grade recognition/5th grade camp? Call it "End of year 5th Grade Fund". Increase Science Night (STEM) Take Quick Books, Yearbooks & Concession Expenses and shift to Science Night (STEM).
  - B. Summer planning -
    - a. Need to select platform for Cougar Chase being all online fundraising - Leah will talk to BF to see what they use.
    - b. Need to reserve r/ooms in July - as soon as we are notified (usually July 1st)
    - c. Milkmen Game - 8/15/24
    - d. Open House - flyers for 4K and 5K informing them of PTO. Also have them fill out background check form.
  - C. Idea sharing - open discussion
    - a. Add more premium concert parking raffles, back-to-school night, other school events.
    - b. Fire or Police taking kids to school raffle?
    - c. Bring back asking for candy donations. Small bag of fun size beginning October. Collect by mid-October.
  - D. PTO Board voting - move to Hybrid meeting? Time change? Leah will make a google form survey.
    - a. President - Leah Palmer
      - i. Co-president
    - b. Vice President - Rory
      - i. Co-Vice President
    - c. Secretary - Karli Wegner
      - i. Co-Secretary
    - d. Treasurer - Jackie Moen
      - i. Co-Treasurer - Mary Wheeler
9. Old Business
  - A. PTO Projector purchased?
  - B. Trunk or Treat date 2024 - library Trunk or Treat same day as ours. Changing ours to 10/23/24.
  - C. Literacy Night - new literacy resource in Franklin next year so hold off on this for now.

# Country Dale PTO Meeting Agenda

## April 9, 2024

1. Call to Order -
2. Roll Call & Introductions (as necessary)
  - President – Leah Palmer • Vice President - Rory Cook, • Secretary - Mary Wheeler, • Treasurer - Jackie Moen, • Teacher Liaison - Tina Buelow
3. Meeting Minutes - March Minutes
4. President's Report – Leah Palmer
5. Secretary's Report - Mary Wheeler
6. Treasurer's Report - Jackie Moen - we made \$11,350 profit on Carnival. Venmo helped greatly and scholastic dollars. We spent \$2,700 (under budget of \$3,500). Jackie will find out if K5, 1st & 2nd grade field trip funds. PTO needs to know by 4/30 if using field trip funds.
7. Teacher Liaison & Principal Report - Mr. Hanley-swapped out fruit juice for water. Loved the eclipse glasses - spent \$499.50. There is an 11% rebate at Menard's for it. Some families don't have sufficient funds for lunch. Some families are \$90+ in arrears. Another child owes \$190 for broken chromebook. Can PTO get involved with this? A possible application. Bill said Victory of the Lamb said they will take care of the food bills and the chromebook. He will talk to Terri on this.
8. New business
  - E. Carnival funds available - Buy new projector (Rory will purchase), replace 2 games, and new letter size acrylic sign holders (Leah will purchase). \$800 left in carnival budget. Leah said maybe girl scout troop could build a game out of their cookie money.
  - F. Ask raffle winners if they would like to donate their baskets back - add in PTO blurb.
  - G. Scholastic Book Fair - April 22 - 26 - Volunteers are filling up, no teachers signed up for Thursday afternoon or Friday morning. Tear down at 10am on Friday morning to give kids one last chance to buy.

Still need volunteers for Family Science Night - Mary & Jackie will be there
  - H. Wed. April 24 - Science Night, 6:00pm

Michelle and Karli -

    - i. Student projects - students need to sign up by Friday, April 19

Volunteer sign-up has one parent registered  
Only 3 kids signed up (2 are Leah's). Tina will have teachers put these in their newsletters.  
No Star Lab.... they doubled their price. Jugglers are \$600-\$1,000. Karli working on some team building projects.  
Make water bottle labels and hand out free water?  
Next year make it a STEAM night - Science, Technology, Engineering, Arts, Math
  - I. **Teacher Appreciation Week** - May 6 - 10 -

Monday 5/6- PTO to give to t-shirts - Anyone find a design we like? Blue "Be Kind" or anti-bullying. T-shirt size questionnaire needed for teachers (65 staff members - Tina will confirm this) - Tina will send out. Staff Appreciation budget is at \$900 currently.

Tuesday 5/7- PTO to bring Cousins Subs (Rory will look into this).

Wednesday 5/8- Victory of the Lamb to bring Crossroads

Thursday 5/9- Ms. Jean?  
Friday 5/10- Parent volunteer for snacks

#### J. PTO Nominations/Elections

President - possible co-president with Karli  
Vice President - Rory will stay if no one else wants position  
Secretary - Mary will stay if no one else wants position

#### K. PTO Calendar 2024-2025

Do we want to eliminate or move any events? New event/fundraiser ideas? Finalize the calendar in early April/May and book any rooms by July. Teachers would like to add Literacy Night (school and/or PTO). Maria will let teachers know about field trip funding by PTO.

<b><u>August</u></b> <b>Open House</b> <b>Milkmen Game</b> <b><u>September</u></b> <b>Tues. 9/10 - PTO Meeting, 5:30pm</b> <b>Fri. 9/20 - Family Olympics, 6:30pm</b> <b><u>October</u></b> <b>Fri. 10/4 - Cougar Chase, school day</b> <b>Tues. 10/8 - PTO meeting, 5:30pm</b> <b>10/21 - 10/24 - Scholastic Book Fair</b> <b>Trunk or Treat, 6:30pm - 2023 was the same night as library.</b> <b>Move to the week before?</b> Move to Wednesday? Jackie will call library to confirm their date. <b><u>November</u></b> <b>Tues. 11/12 - PTO meeting, 5:30pm</b> <b><u>December</u></b> <b>Fri. 12/6 - Movie Night, 6:30pm - moved from November</b> <b>Tues. 12/10 - PTO meeting, 5:30pm</b> <b><u>January</u></b> <b>Tues. 1/14 - PTO meeting, 5:30pm</b> <b>Fri. 1/17 - Virtual Minute to Win it, 7:00pm</b>	<b><u>February</u></b> A lot of events leading up to carnival....took out movie night <b>Tues. 2/11 - PTO meeting, 5:30pm</b> <b>Thurs. 2/13 &amp; Fri. 2/14 - Pastries with Parents, 8:30am</b> <b>Fri. 2/21 - Gym Jam (4th and 5th grade students only)</b> <b><u>March</u></b> <b>3/3 - Literacy Night?</b> <b>3/14 - Spring Carnival, 5:30pm</b> <b>Tues. 3/11 - PTO meeting, 5:30pm</b> <b><u>April</u></b> <b>Tues. 4/8 - PTO meeting, 5:30pm</b> <b>4/28 - 5/2 Scholastic Book Fair BOGO</b> <b>4/30 Science Night, 6:00pm</b> <b><u>May</u></b> <b>5/9 - Movie Night (moved from February)</b> <b>5/5 - 5/19 - Teacher Appreciation Week</b> <b>Tues. 5/13 - PTO meeting, 5:30pm</b> <b><u>June</u></b> <b>Tues. 6/3 - Ice Cream Social &amp; Yearbook Signing, 6:00pm</b>
--	--

#### Old Business

##### 1. Spending Scholastic Dollars

- Need to print gift certificates for teachers

## March 12, 2024

1. Call to Order -
2. Roll Call & Introductions (as necessary)
  - President – Leah Palmer (absent), • Vice President - Rory Cook, • Secretary - Mary Wheeler, • Treasurer - Jackie Moen, • Teacher Liaison -
3. Meeting Minutes - February Minutes
4. President's Report – Leah Palmer, absent - Rory Cook
5. Secretary's Report - Mary Wheeler
6. Treasurer's Report - Jackie Moen
7. Teacher Liaison & Principal Report - Mr. Hanley - PTO provides food / drink for Forward Exams. Ramadan is going on so we could give a smaller prize leftover to the kids that are fasting. Everything needs to be here by Monday. Juice boxes, goldfish & pretzels: \$350 worth - Jackie  
Skip the notes for now as it is not inclusive.
8. New business
  - L. **Carnival**
    - a. Debrief - what went well and what didn't go well - one parent per classroom to do shopping for basket instead of one person shopping for 25 baskets.
    - b. Total amount fundraised will not be available until reimbursements are submitted
    - c. Buy new projector, replace 2 games, and new letter size acrylic sign holders if we have leftover money? Anything else for next year? Focus on next meeting when we have funds complete. 2 volunteers per game if possible.
  - M. **Spending Scholastic Dollars**

Stick with offering teachers a \$25 gift card for students in their classes who do not have any money to spend? We have about \$4,000 and should keep some in there if something big is asked. Approved \$25 gift card.
  - N. **Scholastic Book Fair - April 22 - 26**

Volunteer sign-up needed before Spring Break

20 minute increments
  - O. **Wed. April 24 - Science Night, 6:00pm**

Michelle and Karli - have any community places been booked yet?

    - i. Any changes from last year besides re-naming it "Science Night" to signify more of a celebration of all science
    - ii. Student projects - students need to sign up by \_\_\_\_\_?
    - iii. Any other parents willing to help Karli and Michelle with planning?
    - iv. Add to teacher's newsletter to increase participation.
    - v. Sign-up due April 10th

Book fair open again

Volunteer sign-up needed
  - P. **Teacher Appreciation Week - May 6 - 10 - start thinking of ideas. Teachers love the t-shirts. Blue for anti-bullying.**

Monday 5/6- PTO to give to t-shirts

Tuesday 5/7- PTO to bring Cousins Sub.

Wednesday 5/8- Victory of the Lamb to bring Crossroads

Thursday 5/9-

Friday 5/10-

#### **Q. PTO Nominations/Elections**

Leah's, Rory and Mary's terms are technically up at the end of the fiscal year (June). Thoughts? Advertise in newsletters positions are open

#### **R. PTO Calendar 2024-2025**

Do we want to eliminate or move any events? New event/fundraiser ideas? Finalize the calendar in early April/May and book any rooms by July. Teachers would like to add Literacy Night (school and/or PTO). Maria will let teachers know about field trip funding by PTO.

S. Approval of new Projector - Vote on Amount

#### **Old Business**

2. **Staff snacks** - Remind parents about signing up for staff snacks and extend SignUp Genius

## **Country Dale PTO Meeting Agenda February 13, 2024**

1. Call to Order -

2. Roll Call & Introductions (as necessary)

- President – Leah Palmer
- Vice President - Rory Cook
- Secretary - Mary Wheeler
- Treasurer - Jackie Moen
- Teacher Liaison - Tina Buelow

3. Meeting Minutes - January Minutes

4. President's Report – Leah Palmer

5. Secretary's Report - Mary Wheeler

6. Treasurer's Report - Jackie Moen - absent

7. Teacher Liaison - (Tina Buelow) finished maps testing. Kindness week will be postponed to a later date. Family engagement will have a table at the carnival. Employee engagement - a board in the lounge for questions, etc. to make sure they are happy.

Principal Report - How to increase PTO attendance: have a performance by a different grade in each meeting.

Forward exam in March the week before Spring Break. This is what schools are measured on in Wisconsin.

Parents could write a letter for the kids on the test day wishing them well on the test. We could do a template for the parents. Provide snacks (fruit, popcorn, pretzels, juice bags, water approx. 250) during the break. Provide on the kick off day. PTO to spend up to \$350. Let's recognize specific parents for helping! i.e. Rachel's teachers snacks were amazing!

Parents - sign up for carnival by March 29th and be entered into a drawing for Amazon gift card.

#### **8. New business**

- T. **Pastries with Parents** - Wed. Feb. 14th and Thurs. Feb. 15th. - Thank you cards (Mary will send to Starbucks). QR code to sign up for Carnival to be set up by coffee and by donuts. If you appreciate this donut than sign up to help :)

- U. **Gym Jam (2/23)** - Currently have about 60 students have signed up. We will need to purchase concessions and glow sticks. Volunteers look good. Registration fee is \$2/kid at the door (cash).  
Soda, Gatorade, water, box candy, variety chips, cookies  
Need a cash box and sign for concessions

**V. Carnival**

- d. Donations - check in Rory - we have 3-5 so far.  
Food - Budget around \$600 enough? Rachel and Nicole working on pricing things out  
Volunteers/Tickets - Need to purchase some tickets and start pre-packaging  
Games/Prizes - Leah inventoried leftover prizes. [Carnival Prize Inventory](#) How much of the budget can we use for prizes? Dollar amount per prize point value? Using [Scholastic Dollars](#) to purchase some (\$6,400)? Nice science kits, How many per category do we need? Spend \$2,000 minimum on prizes. Reduce PTO money spent on prizes.
- i. 5 points - small trinket - yoyo's, bracelets, pencils
  - ii. 10 points - invisible pens (67), snack size grab bags, sunglasses, inflatable beachballs
  - iii. 20 points - \$5 prize: quart size bag of prizes Leah put together (31), science kits (10), book fair posters, string bags
- Buy 30 items through scholastic of the following:
- iv. 40 points - \$10
  - v. 60 points - \$15
  - vi. 80 points - \$20-30
- Classroom Baskets - Teachers have sent out info.

[Carnival Debrief - Ideas for 2024](#)

- W. Spending Scholastic Dollars** - last year in Feb. we had teachers create a wishlist up to \$100 and had a drawing for large prizes. Family engagement table - Any families that came could come to the table and get a book or we could raffle them off. Do this instead of teacher wish list? Maria Butscher will get in touch with Leah to discuss. 3-4 baskets of books? Spend \$1,000 scholastic dollars on this.

**Old Business**

3. Staff snacks - remind parents about signing up for staff snacks and extend SignUp Genius

# Country Dale PTO Meeting Agenda

## January 9th, 2024

1. Call to Order -
2. Roll Call & Introductions (as necessary)
  - President – Leah Palmer
  - Vice President - Rory Cook
  - Secretary - Mary Wheeler
  - Treasurer - Jackie Moen
  - Teacher Liaison -
3. Meeting Minutes - December Minutes
4. President's Report – Leah Palmer
5. Secretary's Report - Mary Wheeler
6. Treasurer's Report - Jackie Moen - \$17k is the goal for every year to stay afloat. We currently have \$24k. 2 checks going out for teachers breakfast and insurance (\$210).
7. Teacher Liaison (Tina Beulow) / Principal Report - Ms. Buelow talked to Mr. Blask & said 5th grade will do one day camp like last year. Last year PTO paid \$10/kid.
8. New business
  - X. Virtual Minute to Win It - Mr. Blask has everything set up for a fun night on Friday. Link is in the bulletin and on the Facebook event.
  - Y. Movie Night - Trolls Band Together. Candy is on hand, double check popcorn supplies (bags, popcorn), also will need water. Student expectations are to remain in the gym/cafeteria unless using the bathroom. Leah has "quiet zone" signs prepared and the custodians will block off some of the hallway areas to avoid students wandering. Volunteer sign up is up. PTO board availability - Mary, Jackie & Rory will be there. Mary can pick up 3-4 cases of water from Costco. Tina will check on popcorn in PTO closet (bags & packets of popcorn). We will try Venmo for concessions.
  - Z. Pastries with Parents - Wed. Feb. 14th and Thurs. Feb. 15th. Budget is \$400 total for both days. Leah applied for a Kwik Trip donation for donuts, Mary will call Starbucks in Muskego to see if they would like to donate coffee again. Signs from last year should still be good for display. Volunteer sign up is up. PTO board availability - Mary Wheeler & Tina Buelow will be there both days. Leah will get juice. Tina will check on supplies.
  - AA. Gym Jam - Leah reached out to Dave about hosting with possibly Mr. Campbell again. We will need to purchase concessions and glow sticks. Candy is pricey so we will purchase some cookies instead of all candy. Volunteer sign up is on the way. We should again have custodians block off some of the hallway areas. Registration fee is \$2/kid and students must pre-register. We can try out Venmo for payment option? Mary, Leah, Jackie & Rory will be there.
  - BB. Carnival Team

Donations - Google sheet to keep track of who asked what businesses, what items were received, and approximate value.

Food - Request a kitchen staff member. Any changes in main food or stay with Crossroads and hot dogs? Keep pizza's whole and serve on a plate as needed instead of pre-boxing each piece.

Volunteers/Tickets - Valerie, Rick, and one more

Games/Prizes - Rachel. Prize increments will be 5/20/40/60/80. Can we use Art Room?

Classroom Baskets - Teacher sign up - Mrs. Buelow is taking care of it

[Carnival Debrief - Ideas for 2024](#)

Old Business

## Country Dale PTO Meeting Agenda December 12, 2023

1. Call to Order -

2. Roll Call & Introductions (as necessary)

- President – Leah Palmer
- Vice President - Rory Cook
- Secretary - Mary Wheeler
- Treasurer - Jackie Moen
- Teacher Liaison - Mrs. Snead

3. Meeting Minutes - November Minutes

4. President's Report – Leah Palmer

5. Secretary's Report - Mary Wheeler

6. Treasurer's Report - Jackie Moen -

7. Teacher Liaison / Principal Report -

8. New business

CC. Today's meeting's main topic will be the beginning stages of carnival planning. Spring Carnival is Friday, March 8th.

Donations - 2 people to ask local businesses for donations for our raffle and possibly grand raffle if we snag an amazing prize. Google sheet to keep track of who asked what businesses, what items were received, and approximate value.

Food - 2 people to work within our food budget to plan concessions. We have done Crossroads and hot dogs the past few years. If we need the kitchen in any way other than storing cold food during the school day, we need to hire a kitchen staff member. Last year the bottles of soda got very expensive.

Volunteers/Tickets - 2 people to coordinate volunteers and work on organizing tickets for pre-sales and for the day of. We ran out of tickets last year so we need a better plan.

Games/Prizes - 2 people to plan the layout of the gym/school for games and the prize room. We are not allowed to use hallways, but possible rooms to look into are the art room, conference rooms, music room.

Classroom Baskets - 1-2 people to coordinate with teachers for classroom baskets. We can provide a list of baskets we would like to have and then have teachers sign up soon. The same people would help to wrap baskets the week before the carnival to make them look amazing.

DD. Restaurant night in December - Crossroads - December 19th, 4:00 - 7:30 PM - must mention Country Dale PTO when ordering.

EE. Staff holiday gift - Amazon cards?



- FF. January - Virtual Minute to Win It - Mr. Blask usually takes care of everything for the day of. Could someone ask him for the list of supplies that we can email out right before break? It's usually not too expensive and he tries to use things from around the house.
- GG. February - We have 3 events in February! Movie Night, Pastries with Parents, and Gym Jam at the end of the month. All will need volunteer sign-ups.

#### Old Business

- HH. Spirit wear is in and will be sent home by Friday
- II. Raise Right - Re-evaluate RaiseRight. Only 4 families ordered, one was very significant (likely bought for employees). We made \$121.68
- Question for Jackie - what is our yearly GOAL for fundraising that we MUST meet in order to operate the way we do? We have had a large cushion the past few years due to covid and events not happening. What is the minimum amount we need each year?

## Country Dale PTO Meeting Agenda November 14, 2023

1. Call to Order -
2. Roll Call & Introductions (as necessary)
  - President – Leah Palmer
  - Vice President - Rory Cook
  - Secretary - Mary Wheeler
  - Treasurer - Jackie Moen
  - Teacher Liaison - Mrs. Snead
3. Meeting Minutes - October Minutes approved
4. President's Report – Leah Palmer
5. Secretary's Report - Mary Wheeler
6. Treasurer's Report - Jackie Moen - Cougar chase \$10,933.94 (minus T-shirts), \$10,334 in sales, Trunk or Treat \$116 in concessions. Jackie created us a Venmo account! More people use Venmo, easier, more accessible.
7. Teacher Liaison / Principal Report - teachers and staff appreciative of conference food, PTO team
8. New business
  - JJ. Conferences - food for staff. We did Crossroads Pizza and Little Cancun taco bar. Teachers were very appreciative.
  - KK. Movie Night - reschedule?? Lacking volunteers, interest.. Canceled (no available dates until Feb. when our next movie night is). Mrs. Jean will let teachers know, we will email from the PTO account, and post on Facebook. We will also do a sign on the door.
  - LL. Raise Right - ordering window is open as of today through Dec. 4th. Can we re-evaluate this as a fundraiser if it is not very popular? Other options might make us more money?
  - MM. Ms. Axe (art) asked for one set of plastic vases for 4th grade drawing unit for roughly \$100. Vote to approve. Approved. Leah will buy on Amazon and give Jackie the receipt.
  - NN. December meeting's main topic will be the beginning stages of carnival planning. Spring Carnival is Friday, March 8th. Some corporations need 6-8 weeks for donations. Carnival planning team lead or co-lead? Try to find 10 people to be co-leaders of each section - Donations, Food, Volunteers and Games/Prizes, Classroom Baskets. Leah will put it in the December newsletters.
  - OO. Restaurant night in December - Crossroads - Rory will reach out for a date (19th if possible)

#### Old Business

- PP. New spirit wear - Leah reached out to Michelle for a final quantity that was ordered and fundraised money amount. \$1,350 in orders with \$138 going back to the PTO
- QQ. Staff snacks - most slots filled for the next few months!
- RR. Venmo - Jackie did an amazing job getting Venmo set up, and Leah will be added as a user.

SS. Raz kids progress? - Mrs. Jean will check back.

## Country Dale PTO Meeting Agenda

### October 10, 2023

1. Call to Order -
2. Roll Call & Introductions (as necessary)
  - President – Leah Palmer
  - Vice President - Rory Cook
  - Secretary - Mary Wheeler
  - Treasurer - Jackie Moen
  - Teacher Liaison - Mrs. Snead
3. Meeting Minutes - September Minutes
4. President's Report – Leah Palmer
5. Secretary's Report - Mary Wheeler
6. Treasurer's Report - Jackie Moen \$4,380 so far for Cougar Chase, 3rd and 4th grade field trips \$1,102, working on getting Venmo account. Hoping to get it set up by the end of October.
7. Teacher Liaison / Principal Report -
8. New business
  - TT. Family Olympics - Recap - great turnout! Thank you Mr. Blask and his son for volunteering to help!
  - UU. Cougar Chase - Recap - The only class that was in the rain was 1st grade, then moved to inside. Mr. Blask emailed the results. Transition to inside worked well. Donations are due on the 20th.

A parent said they would love to be able to purchase Cougar Chase t-shirts. In the future do we want to have an order form or give families the chance to buy shirts? PTO could do a markup and make some money. It would need to be ordered ASAP in September.

I am very interested in hearing if there are suggestions on better ways to do the Shout Outs. More specifically, a better way to send it out, advertise, and collect both the shout out and the money for it. Go through the shout outs before the first lap happens. Too loud to hear inside or outside. Custom sign or banner instead of read out-loud. Each teacher could read off the shout outs before or after the run in the classroom. Google form instead of paper form. Keep it on the honor system for payment.

Pledge sheets are pretty archaic, and didn't work well when filled out and emailed from phones. Is there a better way? Is there a way to have pledge sheets or form to fill out on the website or something? Large majority of PTO meeting attendees in favor of moving to an online platform, with the option of sending in a paper form if requested.

Leah will reach out to BF (Nicole S.) about Fund Hub and find out fees.
  - VV. Bulletin Board Team - people have signed up for the team and this should be self-sufficient for the year. They will ask if they need any supplies before purchasing.
  - WW. New spirit wear with new logo - Michelle DeGrave (Complex Solutions) is working on our new online store. It will look roughly the same as last year with a few updated items. Will make a QR code for Spirit wear store to have displayed at Trunk or Treat.
  - XX. November PTO items:

Conferences - food for staff - volunteer sign up maybe not needed as there are a handful interested on the volunteer sign up. Conferences are Nov. 9th and 16th in the evening. No onions please. Chipotle, subs, homemade, Olive Garden, Crossroads, Panera. One Crossroads night and one other one.

Movie Night - choose a movie, order popcorn, water, candy - yes or no? Volunteer sign-up. Snow Buddies is the choice, Leah will bring the dvd. Jackie to order popcorn. Purchase water and large size candy. Rory motioned to increase the movie night budget to \$400 for the year. Motion approved.

Raise Right - decide ordering window - Leah and Jackie

YY. Staff snacks - bring this back again? Yes - Leah updated our SignUp Genius for this year

ZZ. Venmo - Jackie is working on creating us a Venmo account for future use

#### Old Business

AAA. November PTO Meeting changed to 11/14 - need to update our room reservation - Room 3 or 7?  
Room 3

BBB. Trunk or Treat - SignUp Genius for concessions volunteers is up  
7 trunks already signed up  
\$400 budget for candy, hotdogs, buns, condiments and hot cocoa. Did what we used last year for hot dogs and cocoa work out okay? Need to buy cocoa and hot dogs.  
Book fair will plan to be open

CCC. Book Fair - we will keep things relatively the same as last year.  
Teachers will get a "class gift certificate" to use at their discretion for students, as well as a \$5 off coupon for themselves.  
Promote the E-wallet  
Teacher wish lists - in lieu of teacher wish lists, we are asking for **each teacher to select 1-3 books** they would love donated to their classrooms. We will then display these at the family night in a large basket that families can shop from. Small printed forms will be available at the book fair for them to fill out and attach to the books.  
Sign-ups are done, need to double check all teachers have signed up  
Need someone to put up the posters for Book Fair asap - 5th graders can do it!

DDD. Volunteer Interest form - not going to push it anymore, people not willing to show interest that far in advance but it did help for bulletin board and spirit wear teams.

EEE. Raz kids progress - Mrs. Jean still working on it with Mrs. Jenna

## Country Dale PTO Meeting Agenda September 12, 2023

1. Call to Order -

2. Roll Call & Introductions (as necessary)

- President – Leah Palmer
- Vice President - Rory Cook
- Secretary - Mary Wheeler
- Treasurer - Jackie Moen
- Teacher Liaison - Maria Butscher

3. Meeting Minutes - May Minutes approved

4. President's Report – Leah Palmer

5. Secretary's Report - Mary Wheeler

6. Treasurer's Report - Jackie Moen

7. Teacher Liaison / Principal Report - Meet the new Country Dale Principal, Mrs. Rachel Jean.

Mrs. Jean, Mrs. Butscher - 3 new committees this year: student committee, staff committee & family committee. Analyze what needs to be improved upon such as hallways, recesses, etc. More clear expectations for students. Dave Blask - all rooms have tv's now. K5 & 4K have interactive screens. Parent pick-up changes, in long run will work out well.

8. New business

FFF. Calendar of Events - next page

November meeting is on the 1st Tuesday of the month - keep or change?

GGG. Family Olympics - only a few volunteers needed (2-3), some signed up at Open House. Dave will follow up with them.

- HHH. Cougar Chase - Mr. Blask took care of inserting information for Monday's newsletter, ordering shirts, etc. We will provide snacks once again this year.  
Cuties were too hard for kids to open, too many left over last year. Bananas, cheese sticks and apples? Yogurt sticks?  
As of now we do not have a specific large item we are fundraising for this year
- III. New spirit wear with new logo - hoping for delivery before the holidays.
- JJJ. Trunk or Treat - we need a SignUp Genius for concessions volunteers and a trunk sign up. (Mary).  
PTO budget for candy/concessions - We need candy donations from parents. Vote to double candy budget from \$200-\$400. Motion approved. Fleet Farm/Menards is a good place for candy. Paper form & receipt. All purchases need to be pre-approved.  
Book fair will plan to be open that evening - need 4 volunteers
- KKK. Book Fair - we will keep things relatively the same as last year.  
Offering each class a gift certificate worth up to \$25 for kids who come with no money that the teacher uses at their discretion. Can this come out of Scholastic Dollars we already have?  
Provide a \$5 book for kids who don't have money to buy a book.  
Teacher wish lists - paper lists or baskets with 2-3 books/note cards they would love. Posters on family night? Will keep thinking on this.  
Need sign-up genius for teachers and parent volunteers.
- LLL. Boohoo Yahoo substitution ideas  
A special event for younger grades?  
Meet at the playground at the school in August? Parents could meet, etc. Put in first August newsletter.  
Mrs. Jean will be starting coffee with the principal.
- MMM. Volunteer Interest form - only 11 responses so far. How can we get more? Have teachers send out in weekly newsletters.
- NNN. Incentive ideas for parents to volunteer -  
Preferred parking at big events  
Preferred seating for concerts  
Free carnival tickets  
Early entry/free admission to any PTO events  
Other ideas? Ben Franklin uses a punch card

## 9. Old Business

- A. Raz kids subscription - 5k up to \$500 for 2023-24 year. 3 classrooms for one year is \$396. Mrs. Jean said Raz kids is not vetted to protect student information. She will look into getting this vetted.
- B. School supply boxes were not labeled with kids names. There was a lot of work for staff to put this together. 35 Families utilized (approx 50 boxes).



## **COUNTRY DALE ELEMENTARY**

### **PTO Calendar of Events 2023-2024**

PTO Meetings are open to all parents/guardians of CD students. We encourage you to attend when you are able. Meetings are the 2nd Tuesday of each month and are held in the Art room.  
Dates and times subject to change.

#### **September**

Tues. 9/12 - PTO Meeting, 5:30pm

Fri. 9/22 - Family Olympics, 6:30pm

#### **October**

Fri. 10/6 - Cougar Chase, school day

Tues. 10/10 - PTO meeting, 5:30pm

10/23 - 10/26 - Scholastic Book Fair

Thurs. 10/26 - Trunk or Treat, 6:30pm

#### **November**

Tues. 11/7 - PTO meeting, 5:30pm

Fri. 11/17 - Movie Night, 6:30pm

#### **December**

Tues. 12/12 - PTO meeting, 5:30pm

#### **February**

Fri. 2/9 - Movie Night, 6:30pm

Tues. 2/13 - PTO meeting, 5:30pm

Wed. 2/14 & Thurs. 2/15 - Pastries with Parents,  
8:30am

Fri. 2/23 - Gym Jam (4th and 5th grade students  
only. Registration required.)

#### **March**

Fri. 3/8 - Spring Carnival, 5:30pm

Tues. 3/12 - PTO meeting, 5:30pm

#### **April**

Tues. 4/9 - PTO meeting, 5:30pm

4/22 - 4/26 - Scholastic Book Fair

Wed. 4/24 - Science Night, 6:00pm