



## Hales Corners Elementary PTO Minutes September 19, 2023

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- **Call to Order & Introductions -**
  - **Attendance of parents/ community members - Lauren Michaud, Rohonda Perry, Rick Ryer, Hannah Kennedy, Lori Komasa, Barb, Sue Johnson, Erin Schubert, Stacy Bark, Cassie Rainer, Jessica, Katrina Madden, Jenny Graham**
- **Principal Report:** Lori Komasa
  - HCE Happening is working on highlighting the new staff and the shifting of the current staff.
  - Medical Leave for Lori Coin.
  - There has been an influx for Student teachers currently. Two have been placed with HCE one for the full year and one for the first semester.
  - Parking Lot - We are experimenting with the flow and have name tags. (Mr. Green)
  - MAP and Fastbridge screening is underway for the students.
  - New ELA curriculum for the whole system.
  - Question asked about clubs returning (ex Chess/ STEM/ Lego) - Independent organizations for both these items. The building usage is a tiered system and needs to go through the first part of the year so everyone gets a lot on the calendar before they can rent.
- **School Board Report:** Cassie Rainer
  - July all returning staff were provided with increased funds and appreciation items.
  - ABC Academy is open to community registration until the 6th. Once a month highlighting “what it takes to run the district” - Hosted by District Staff
  - Lisa Olsen will still be holding the chat sessions as in the past with a floating schedule.
  - Community Annual Meeting meeting on Monday @ 6:30(board meeting to follow) , prior to the normally scheduled meeting. Budget is posted on the website and in person for review. Final Budget approved in October by the community.
  - Board Meetings are a 6:30 start every other Monday (unless there is a holiday Skip)
- **President’s Report:** Lauren Michaud & Rhonda Perry
  - Welcome Back!
    - Explanation of what the PTO does - Raise funds for the school and students. Funds go towards Field Trips, Reimbursement to the teachers for \$50, Visits towards the events, Appreciation week, Conferences, Purchase of Big ticket items for the school needs.
    - This year we will be geared towards Physical Education items - Gaga pit(s) or Field day equipment.
    - Coordinators vs Volunteers - Coordinators and the lead/head for the entire event. New this year the coordinator will be paired with a Board member for questions and assistance. Volunteers are the helpers for each event.
  - Concession Volunteer Opportunity - **October 6th** Whitnall High School football game
    - Need 12-15 Adults to volunteer. 6-9pm set time \$500 payout to the PTO.
  - Important Dates Document
- **Treasurer’s Report:** Lauren Michaud & Anne Fueger



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- Lauren presenting and Passing of the Batton. Fiscal runs July 1st to June 30th.
- Expenses are high due to the purchase of a popcorn machine and supply. We purchased a three year Movie License. Field day and pizza party from the end of the Prior year.
- **Coordinator Reports: Recent/Upcoming Events**
  - **Back To School Night (August 29):** Update (Rhonda and Lauren)
    - Sold old Tee shirts left for the spirit wear and donated the balance.
  - **Movie Night (September 22):** Updates (Barb)
    - Movie Starts at 7pm, Doors at 6:30
    - Need volunteers for the concessions. (Anne Fueger Concessions - Service hours for High Schools)
    - Screen Tested
    - Movie is Mario and will be given away.
    - The Popcorn Machine was tested.
  - **Student Directory:** Update (Barb)
    - Closed - 1/3 of the students participated.
    - Should be completed by the end of the month
  - **School Paks:** Update (Emili)
    - Total ordered count is 51.
    - Continuing with this as a service and not as a fundraiser
    - We had ZERO complaints for the prior year
    - New curriculum delayed the timeline should be quicker for this year.
  - **Spirit Wear Sale:** Update (Emili)
    - Fall Sale starts 9/25 will run for 3 weeks. Will be delivered approx 4 weeks after
    - New logo added for screen print option
    - Exploring Alternate vendors for the Spring sale to get new options.
  - **Book Fair (October 12 & 13):** We will need additional volunteers for this event (Cassie)
    - Hosted in the Multipurpose space during fall conferences.
    - Promotional materials are in and will be posted and distributed to the teacher.
    - Volunteers needed for the Wednesday evening setup, During the bookfair/ conferences, one register, one worker per shift. Tear down on Friday (conferences are in the Morning only). Thursday is busier than Friday.
    - Parents can fulfill the teacher requests list - we will reach out to the teachers to encourage it more.
    - Last year each teacher received credit toward the books and giveaways. This year will be a split payout for the PTO. This is an every other year schedule.
    - Lauren to help with the signup genius.
  - **Kwik Trip or another gift card fundraiser:** (Hannah)



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- Car Wash, General options, Gas Cards - review options and circle back
- November timeline
- **Eat-N-Earns:** (Andrea)
  - 2-3 times this year
  - Zupas will be one location
  - Other locations to be determined - Review the staff appreciation list for options
- **Open Coordinator Roles:**
  - Conferences Fall & Spring (Two Coordinators)
    - Provide dinner Thursday night in the Fall
    - Have the donation/volunteer items VERY specific requests
  - DARE Tailgate
    - Hotdogs Chips Drink for after the 5th graders graduate - possible lunch depending on the schedule in MAY
- **Ongoing Fundraisers:**
  - **Scripts:** The code is # A265B7ED766L6
    - App is RaiseRight and enter the school code
  - **Box Tops:** Don't forget to scan your receipts to the app after grocery shopping
    - Check 4 times a year
- **New Business:**
  - Other business not on Agenda (if anyone has any questions or would like to discuss any PTO events/programs, please let us know at this point)
    - PACK 0598 - Rick Ryer, Cubmaster
      - Presentation of need for the Charter Organization Representative. Hannah Kennedy approved to be the COR for the Troop and the Pack
      - Call to Service - for the School or the PTO
  - 2 \$10 Gift Card Drawing
    - Target through Scripts - Jessica and Katrina
- **Motion to Adjourn**
  - **Lauren, Emili Second**

**PTO Meetings (2023-2024 School Year):**

September 19th

November 14th

January 16th

March 19th

May 21st