

# MARCH MINUTES

## Kellogg Elementary PTO minutes

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*March 13th, 9:05am* End Time 9:40 am | *Meeting called to order by* Kelly Hickey

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### In Attendance

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Kelly Hickey, Ashley Satterlee, Brittany VanDyke, Samantha Hoard, Ericka Haley, Heather Putt, Amanda Neitzel, Brittany Miller, Shelby Wolfersberger, Stacie Helgesen, Heather Burns, Mackenzie Ruthven, Adrien Reinhardt, Courtney Boyce

### President's Report

- Kelly thanked everyone for the lounge donations that were made to the staff for Staff Appreciation. Collections are still on-going to keep the lounge stocked through the week leading up to Spring Break.
- The book vending machine has arrived. Students will have a chance to visit the machine next week to choose a book from the PTO for Spring Break.
- The first grade class applied for two field trips: Sherman Lake and the Bird Sanctuary. The Bird Sanctuary trip has been scheduled.
- Kindergarten has applied for a field trip to the zoo.
- Color Run is going to be on April 27th. The tickets are on sale now, and planning is in full swing. It is open to the community so anyone in the area is welcome to purchase a ticket and attend. There is currently no cap on people joining. The committee is seeking some more volunteers at this time. Please connect with Kelly Hickey if you would like to help.

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### Principal's Report

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- Mrs. Boyce spoke about the MSU grant that the school received for the outdoor classroom. They still have money available to spend from now until the end of the year. By April they will have spent a total of \$3000 on supplies for the classroom, including tubs for each class, science/research supplies, etc.
- The outdoor classroom project is going out to bid this coming Monday, March 18th. It is going to be bundled with other district projects to try and get the best deal possible.
- As of right now, there are two potential sites for the outdoor classroom: behind the swings near the back parking lot, up against the trails & behind the playground, up against the field where mileage club is typically held in the Spring. Construction cannot start on the classroom until July 1st. Some of the funding is not available until that date and the project cannot begin until all the funding is available.

- The funding for the outdoor classroom has been financially supported by many different organizations in the community - Kellogg PTO, GLCS Foundation, and the Gull Lake Rotary Club.
- Something that is not included in the plans at this time, but is a wishlist for an eventual project is a fence from the treeline behind the parking lot that connects to the building.

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## Upcoming Events

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- Y5/Kindergarten Open House on Tuesday, March 19th
- Kellogg Color Run on April 27th
- Kellogg Staff Appreciation Week on May 6-10th
- Pastries with Parents on May 10th

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## Treasurer Report

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- Funding Requests that PTO received in the last month:
  - 1st Grade - flashcards for time, sight words, math; two field trips; accessories for field trips (wristbands)
  - Resource Room - prizes for students and a cart for the classroom
  - Mrs. Williams requested sorting bags & a cart for the room
  - Reading Room - take home bags for books
- PTO budgets a certain amount of money for each classroom to use at their discretion throughout the school year for their class needs

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## Vice President's Report

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- Nothing to report at this time

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## Secretary's Report

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- PTO Website - <https://kelloggelementaryp.wixsite.com/kellogg-elementary-p>
- Remind - <https://www.remind.com/join/ptokellogg>
- Facebook - <https://www.facebook.com/KelloggPTO>

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## New Business

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- February minutes were approved by Stacie Helgesen & Ericka Haley
- The second grade shirts will be ordered this week
- Reading Club budget is going to be going towards restocking the book machine. There is \$1200 left in that fund for books at this time.
- Pastries with Parents will be replacing Muffins with Moms/Donuts with Dads in order to condense the amount of events being hosted at the end of the year.

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## Committee Reports

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- The Staff Appreciation is getting to roll with fundraising and seeking donations for the event.
  - Pop can drives will begin in April and there will be a couple of days where families can bring their cans at pick-up and a member will be available to collect them. You can also contact Brittany VanDyke or Samantha Hoard anytime to plan a pick-up at your home, or to meet at the school for cans.
  - The theme this year will be “Best in the West”. If you have any western themed decor, please reach out to the committee members. They would love to borrow anything you have on hand for that week.
  - Also currently seeking raffle prizes for the week. Raffle items need to be unopened and unused. They can be prize items or gift cards - a formal request will go out in April via Sign-Up Genius.

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## Announcements

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Nominations for 2024-2025 PTO Secretary & Treasurer roles are open, and will be taken at the April Meeting. Voting will take place in May.

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## Parent Questions/Comments

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- Heather Burns asked how the school will use the book vending machine. Mrs. Boyce is planning to work it into their current reward system with Ahoys, and the monthly character award.
  - Monthly Character Award winners will receive a token
  - Teachers will receive some tokens each month to hand out at their discretion
  - Mrs. B will get some to hand out to monthly readers in library
  - There is a plan in the works to add it into the running list of prizes that classrooms can earn as they reach different levels with their classroom total of Ahoys (Ex. when they reach 500/1000/1500 total ahoys for the classroom, etc.). That system is being brainstormed now to determine which level would be most appropriate.

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## Next Meeting

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Next meeting will be held the 2nd Wednesday of April at 9:05am (March 10th)

Motion to adjourn was made at 9:40am and was passed unanimously.