**NGES PTO Planning Meeting Minutes**

Meeting at NGES Library at 6:35 p.m. January 23, 2017

*Present:*

President – Jennifer Van Asten Karen Couchene

Vice President – Lisa Schwobe Mrs. Frenkel

Secretary – Dawn Ruchala Mrs. Eidahl  
Comm. Officer – Jessica Kadlec Amy Pederson

Principal - Janna Cochrane Nicole Parys

Mrs. Dillenberg Cathy McFarlane

Mrs. Miller Shiloh Ort

Juanita Frankfurth Mrs. Borowski

**1. Meeting called to order –** The meeting was called to order.

1. **Principal Update –** progress reports are being emailed out next week, contact the office if you don’t receive them, printed copies are available if requested. A lot of upcoming events, with Math & Literacy night Feb 2 at 6:00 p.m. This event was communicated in Nuggets of News and teachers will be sending the link home to RSVP.
2. **Treasurer’s Report - Jennifer Van Asten (in place of Jennifer Johnson)**

November 2016

Beginning Balance $ 18,332.34  
Deposits $ 17,098.31   
Withdrawals $ 721.90   
Ending Balance $ 34,708.75

December 2016

Beginning Balance $ 34,708.75  
Deposits $ 416.00  
Withdrawals $ 9,849.50  
Ending Balance $ 25,275.25

1. **Old Business:**

* Huhot family night out raised $339 and Chili’s family night out raised $100  
  PTO Chair: Dawn Ruchala
* Early Release Movie Results – 158 prepaid attendees & 2 at door
* PTO Chair: Dawn Ruchala
* Barlow Planetarium Night – 176 tickets sold out of 180
* PTO Chair: Jennifer Van Asten
* Donuts with Dad – was a success with 450 total attendees (217 rsvp on first day, 233 rsvp on second day) $399 total cost, 1 box bananas, almost 500 doughnuts, Karen will lead it again next year. PTO Chairs: Karen Couchene and Amy Pederson
* Cookie Exchange – thank you to all parents who participated. Each teacher and bus driver received 3 dozen cookies/candy along with kitchen and bus garage staff.   
  PTO Chair: Nicole Parys
* Fall Fundraiser – $5,000 from Hansen Foods raised more with pizza vs. cookie dough & $2,000 entertainment books - another option for next year is the Great American Savings book.   
  PTO Chair: Jennifer Johnson
* Breast cancer donations – baskets were handed out to 3 recipients and they donated to the following: Froedtert Hospital’s Cancer Center in Mrs. Timm’s memory $25 & Sonya Voight’s Honor $50, Robin’s Nest Michelle VandeWettering’s Honor $50

PTO Chair: Lisa Schwobe

1. **New Business**

* Polar Palooza –entertainment is confirmed, Katie is handling food, 75 auction baskets, reposting volunteer SignUpGenius, setup at 3:15, doors open at 5:30, entertainment at 6:15   
  PTO Chair: Lisa Schwobe
* U.S. Venture Match - $400 to be used for teacher requests PTO Chair: Dawn Ruchala
* Gym Jerseys - SignUpGenius on washing gym jerseys for Mr. Milliren   
  PTO Chair: Jennifer Van Asten
* PTO closet shelving - requesting hallway closet shelving, Lisa Schwobe made a motion requested purchasing 1-2 shelving units not to exceed $60. Second by Amy Pederson, motion passed.   
  PTO Chair: Lisa Schwobe
* Subway Cards – if and how we want to use them, suggested price is $5 cash because they expire in May, we have a quantity of 200, we can sell at Polar Palooza and teacher conferences PTO Chair: Jennifer Van Asten
* Bridge books – Learning Shop summer bridge books, 10% back in cash or 20% back on gift card from Learning Shop, have been end of school, they’d handle all logistics, table for the Spring conferences, mixed teacher reviews, will table.  
  PTO Chair: Lisa Schwobe
* Seat Covers - table chair back covers were a suggestion by Mrs. Cochrane to use the Books on the Bus fabric that was purchase, tabling to see if we hear back on the Books on the Bus project movement. PTO Chair: Jennifer Van Asten
* Spring Book Fair– posting SignUpGenius on Facebook, book fair will run the same as past years given parent outreach on Facebook for support.  
  PTO Chair: Cathy McFarlane
* Box Tops Contest – $563.50 raised during contest, top grade classrooms were announced with the winning classroom Mrs. Eggebrecht. PTO Chair: Stacy Heinz
* President Position – we are in need of nominations for President because Jennifer’s term is up, place nominations by April, will post job descriptions, tell your friends.   
  PTO Chair: Jennifer Van Asten
* Reading Programs (Fang and Six Flags) – Six Flags will come home later this week – ends February 22 accepted until Feb 28. Fang reading program will come home early February, bases will be due every 2 weeks. If child submits all bases they will earn a Timber Rattler’s game ticket. The game is being held on Saturday, May 20. PTO Chair: Jennifer Johnson
* May early release – May 10 community event – brainstorm school activity/clean- up projects, community project and we could combine with Screen Free week. Please send ideas. PTO Chair: Dawn Ruchala
* Screen Free Week – will be held week of May 8. PTO Chair: Cathy McFarlane
* Chocolate Fundraiser – reviewed another option for a future chocolate candy bar fundraiser. Discussed that we are pleased with working with local companies and Hansen’s Fundraiser.  
  PTO Chair: Jessica Kadlec
* Early release skating event – Skater’s Edge Wednesday, February 8, 3:00-5:00, flyer will be sent home this week.   
  PTO Chair: Dawn Ruchala
* Teacher Requests – PTO Chair: Jessica Kadlec   
  - Mrs. Dillenberg 3rd grade Extreme Air field trip of the $10 requested, $4 per student was   
   approved by the PTO Board.
* Mrs. Zimmerman in 1st grade requested two wobble chairs for a total of $147 with tax, Jessica Kadlec made a motion to approve and was seconded by Juanita Frankfurth, motion passed.
* Playground Plans – Janna met with the playground supervisors to get feedback, discussed displaying playground signs and donation bin at upcoming teacher conferences if they’re ready.  
  PTO Chair: Jennifer Van Asten
* Gambler’s Game – Dash for Cash on Saturday, January 28 – Any money Mr. Milliren makes will go to the playground equipment fund. PTO Chair: Jennifer Van Asten
* PTO Expo Approval – April 20 PTO Expo Conference, Jennifer Van Asten made a motion for $600, seconded by Mrs. Borowski, motion passed. PTO Chair: Jennifer Van Asten
* Karen Couchene - Requested volunteers to organize the lost and found at conferences.

1. Upcoming events
   1. No School - January 19 & 20
   2. Polar Palooza - January 27 at 6 pm
   3. Green Bay Gamblers Dash for Cash Game - January 28 at 7:05 pm
   4. Culver’s Night Out - January 30 from 4-8 pm
   5. Book Exchange - February 1
   6. Spirit Day - February 3
   7. Early Release (12:50) Skating Event at Skater’s Edge - February 8, 3:00 – 5:00
   8. El Jaripeo Night Out - February 16 from 4-8 pm
   9. Birthday Books - February 20
2. Next Meeting – Monday, February 20
3. Meeting Adjourned – 8:15 p.m.

Submitted by: Dawn Ruchala, Secretary NGES PTO