

KETTLE LAKE PTO

Minutes

Meeting called to order by Christy Morehouse, President

November 14, 2023

Mission Statement:

It is the mission of the Kettle Lake PTO to support quality education for the children of Kettle Lake Elementary School.

In Attendance:

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| Megan Ballmer | Taryn Williams |
| Christy Morehouse | Courtney VanHagen |
| Holly Blough | Amy Hoss |
| Kelli Bonnell | Leah Smith |
| Stephanie Shepard | Jenna Hurless |
| Kate Nankervis | Valerie Brooks |
| Elena Noakes | |
| Nate Asper | |

Board introduced themselves. We then went around and each introduced themselves, as well as the kiddos they have at the school.

Approval of Minutes:

Minutes from the **September 12, 2023** meeting were approved (montined by Holly Blough; Valerie Brooks seconds) and are on the Kettle Lake website.

Updates from the principal:

Still excited about all the new furniture purchased with money from the bond. The last of the furniture was delivered today (11.13.23) - rainbow tables! New gaga pits are still coming; old ones have been removed. Great timing - the old gaga pits were old and breaking, not safe - excited for the new ones. They have had new sand delivered (removed the tires). Was quite a mound, but it is settling and the kids are absolutely loving it. There is still more money from the bond to be spent and Megan is working with the director of operations on where it will be spent - some stipulations on "categories" of where the money can be spent. They also added the guardrail by the playground. With the newest bond money, will be the new parking lot/expansion. Megan has been envisioning what this will look like and has ideas - maybe a turn lane on Garbow, get rid of the row of pine trees to expand, anything to make the road safer as people come up and down the road while the line is in session. Looking forward to whatever it may be - updates to the bus lot and adding parking spaces as well!

Point of pride - Capturing Kids Hearts - year 2 of this program and they just love it. They have process champions who train teachers, plan and develop programs, etc. The kids are being implemented as leaders as well!

Safety patrol is a separate program, and going well, but fits in with Capturing Kids Hearts. So proud of them! Story - safety patrol "t" ed up two young kiddos pushing and shoving in the hallways and got them under control!

They are trying to get a certification related to Capturing Kids Hearts and need to send a survey to the parents - she could use our advice on when to send. It would be digital only; she may have a QR code. Maybe the week after Thanksgiving/before the December holiday events. During pick up time. Leah suggested offering to put everyone who participates in a drawing - prize is reserved front row parking at the holiday parties - everyone loves this idea.

Megan welcomed the 3rd grade teachers. They are all finally in one location now - Mr Asper moved classrooms so they are all in a row! These teachers are forming the next crew of leaders of the school. This class is ahead of the game and already seems ready - they are responsible, quiet when needed, etc.

School Staff - 3rd Grade:

They are working on multiplication skills! Working towards a Sundae party; they are able to earn extra toppings - sprinkles, etc. All the kiddos are earning and very excited.

Budget (Stephanie Shepard):

Stephanie handed out the budget. Walk A Thon money has been deposited; came out ahead of the game by about \$4,800. Stephanie wants to discuss how we can spend that money.

She has an idea for a monthly popcorn event - we bought the new machine last year and haven't used it much. Suggesting doing popcorn once a month; maybe every last Friday. Would take a couple hours by volunteers to pop and deliver to the classrooms. Popcorn would be estimated to be about \$600 for the whole year.

Also discussions over Teacher Appreciation (see that committee update for more detail) and an increase in budget there. As well as enough to fund an additional inflatable for family fun night.

Asked Megan what else they may need - the one item that comes to mind first is a new laminator. She suggests using the funds first for popcorn and other PTO events (since she can't add funds there). Once the cost of a laminator is determined we can decide if we split the cost (she may have some school/building funds to spend) or if we are able to fund it all through the PTO excess.

Stephanie motions:

- Add a new expense line item for monthly popcorn of \$600
- Increase family fun night by \$600 (primarily for additional inflatable or as the committee sees fit as they plan the event)
- Increase Teacher Appreciation spend by \$750 (as we are no longer asking for additional/separate venmo funds from parents)

These motions were voted for approval by Kelli Bonnell; Christy Morehouse seconds.

Committee Reports:

- Walk-A-Thon: Christy Morehouse (Jessica Reidl)**
 - Big success!
 - Walk A Thon parties are done - Mr Asper and Mrs Pypers classes enjoyed donut and cider parties
 - Amanda did the prizes herself and said that process went extremely well
 - Next year will be Christy's last year; Jessica Reidl will assist in take over
- Spirit Wear: Christy Morehouse**
 - Our vendor has reopened our link if you want to make any purchases as Christmas gifts, etc. Open until December 13th - pay for shipping and comes straight to your house
- Coupon Books: Christy Morehouse**
 - Christy has been in touch with the rep from Key Card; he was having some medical issues and she hasn't heard back
 - Hopefully he is ok and she hears back, otherwise we can go back to Save Around or not do coupon books
- Room Parent Coordinator: Kelli Bonnell**
 - Thank you to all those who have stepped up
 - All classrooms now have a room parent
 - One party down, one to go; as well as raffle baskets for family fun night
- Book Fair (Oct. & Feb.): Kelli Bonnell and Leah Smith**
 - We did very well at our last fair - almost \$8,000 in sales, which earns scholastic dollars of close to \$4,000 for Ms Terry to spend in the library
 - Next book fair will correspond with February conferences of course - February 6th and 8th.
- Moms and Mister: Mallery Walsh**
 - Kelli gave brief update - still looking for an overall chair for the event; likely to be in April again
- Ladies and Loved Ones: Missy Visser (Lindsey Grysen)**
 - Kelli updated on this - date is set for February 3, 2024.
 - Missy will handle tickets distribution etc for KL
 - Volunteers will eventually be needed for the event and Missy will communicate that information when needed
- Family Fun Night (May): Jenna Hurless, Niki Frontjes, Courtney VanHagen**
 - Same type of events; date was set May 17th at the last meeting
 - Thinking about hiring out caterers for food (plan to do hot dogs, etc again)

- Teacher Appreciation: Valerie Brooks and Courtney Van Hagen (Kelli Bonnell, Amanda Rasche, Nichole Paarlberg, Samantha Shultz)
 - Valerie updated on some spend - numbers are not set for 2024 events of course, but could potentially use \$550 of additional spend
 - So far we have done personalized notebooks/pens for back to school and a fall themed breakfast/treats for October
 - Will do a lunch in December, supply refresh in February (amazon wishlist - donations), and then of course TA week in May (estimating about \$1,500 for that week)
 - Discussed that the supply refresh is a way to get teachers (especially new teachers) some needed classroom items.
 - Courtney discussed something new that the team is doing this year - affirmation books for all teachers and staff
 - For teachers this is things their students said about them
 - For staff - classrooms are being asked to respond together on each specials teacher, admin, etc
 - Teachers prefer the digital questionnaire
 - Everyone will get a little book to keep! As well as a little gift/snack
 - Mrs. Balmer brought in hers as an example; said it's one of the best things she has ever received!
- Terracycle: Amy Hoss
 - Amy has sent information home and she sees some stuff coming in; we do make a little money here
- Cougar Kids Care Club: Amy Hoss
 - First treat and trinket sale is this week Thursday and Friday (she has help - yay!) and there will be a stuffie day for \$1 donation on Friday - all to proceed Michele's Rescue (animals)
 - December will be a service project - making blankets for the children's hospital - she is hoping to 10 blankets in the hour they have together
 - Large group this year!
- Learning Garden: Amy Hoss
 - Had a great turnout in October for garden clean up
 - All the bamboo is torn out!
 - The garden is winterized; plated bulbs that should sprout in the Spring. Amy has more planned to plant in the Spring!
- Key Communicator: Leah Smith
 - Leah updated on district events
 - Townships transferred us ownership of the extra property at CalPlex so we can develop it

- They are in the process of refinancing 2014 bond that will save \$1.6 million to taxpayers
- Lots of schools excited to be doing assemblies again
- Fall fundraisers seemed to do well; except DL spirit wear (not great numbers)
- Leah mentioned that Kraft does their carnival after their Walk A Thon; one of the prize levels is entrance to the carnival (which is staff run) - just an idea
- 4th Grade Celebration: Jessica Reidl
 - Jessica was not present; Kelli gave Jessica's update
 - Jessica has been in contact with the caricaturist and he was open both weeks the teachers has asked about; back to the 4th grade teachers to pick a day
 - She has had a lot of offers to help, so she will likely form a committee in January
- Girls on the Run: Jenna Zondervan
 - Help is needed. Some information: The program will start the week of February 19th and will be completed at the Kent County Girls on the Run 5k on May 18th. We will have practices two days a week on Mondays and Wednesdays from 4:00-5:30.
 - Just need some parents to help/coach (no running needed)
 - Holly will post on the FB page; Kelli will add to the newsletter
 - Kelli asked that the 3rd and 4th grade teachers perhaps send sep note; not everyone opens the attachments
- Talent Show: 3rd and 4th grade
 - Mr Asper was involved 2 years ago; kiddoes signed up to audition - not that they didn't make it, but to practice on stage. Had a dress rehearsal a day or two before the big show. Acts involved anything from piano, magic tricks, dunks, scooter tricks, sit ups, etc. Maybe 15+ acts; some with one kiddo, some groups of kids
 - Event 2 years ago was Jan/Feb - actual event date was February 11th
 - Stephanie Shepard has offered to help, as she will see Ginger
 - Amy Hoss may be able to help some as well
 - Still post for more help - Holly will post to FB; Kelli will add to the newsletter. Teachers emailing about this would also help!

To Do:

Will put out a few posts on FaceBook page for events/activities that need volunteers. Will also send these requests through teachers' newsletters, as that seems the best way to get to everyone.