Bremen Elementary PTO Meeting October 2025 Agenda

Tuesday, October 28 · 4:30 – 5:30pm

Time zone: America/New_York

Google Meet joining info

Video call link: https://meet.google.com/hct-wykw-ezv

Or dial: (US) +1 304-837-2075 PIN: 866 268 643#

A. Attendance/Welcome/Reports: Kaylee Shull, Heather Horsley, Emilee Lopez, Weylin Hood, Stephanie Householder, Lydie Snider, Riley Montgomery, Taylor Hicks, Roger Nott, Sarah Broceus, Alexis Miller (online), Jessie Malone (online)

- Principal: Literacy hand out
    1. Character Traits: October was curiosity/bravery November will be Gratitude and honesty
    2. 530 Falcon slips so far! (Fantastic Falcons)
    3. PBIS Popsicle Party on Thursday
    4. Red Ribbon Week: Superhero day, Hat day, Crazy socks day, Sports team day and Costumes day
    5. Halloween Parties - 2:30 - Parents can sign kids out after party with no attendance penalty
    6. Veterans Day Program - Starts at 9:00 am. Veteran papers due this Friday. Spouses of Veterans are welcome.
    7. Thank you for all of the fun events this month!
- Treasurer: Updates: Received second kickback from mum sale (10% more than last year - YAY!). Have not yet paid for the ice cream cups (no invoice for that yet). Added Community Outreach category - Volley For the Cure baskets + Oktoberfest Parade. Sarah Broceus motioned to approve, Weylin Hood seconded.
- Secretary: Everything is awesome!
- President:
    - No November meeting - Next Meeting December 2nd (the week before Night at the North Pole.
    - Kindergarten might need clay – will go to principals first, if not, PTO will provide.
    - Kelly Myers (play mat for younger kids - Stephanie asked her to send us a link to the item she is looking for).

B. General updates/Old news:

i. Staff member of the week maybe post for the first 9 weeks to facebook?
    1. Angel has been regularly posting (Riley to send the staff members of the week to post a 9-week recap/spotlight on FB).

ii. Farm themed shirts complete. Still need a profit check. Website not working, Hover contacted.
    1. Shirt issues (2 missing shirts) - made it right
    2. Wear on Wednesdays

iii. If staff members are asking PTO to be reimbursed for various projects, In the future, submit a request with a cost estimate/items for approval prior to purchase if able..

C. Fundraisers/Events:

i. Mum sale complete.

1. One complaint to PTO mailbox.
    a. If there are any issues, we will always make it right.
2. Pie in the face, pizza party, pj day, ice cream done, top seller gift cards given.
3. Sign for next fall?
    a. Yes

ii. Book Fair -

1. Plenty of volunteers, ran smoothly, cash and checks deposited. Balance paid to scholastic on 10/23. Scholastic bucks earned?
    a. $4,000+ – Scholastic dollars are divided up by teachers (getting orders from teachers for books to order).
    b. Huge thank you to all who helped out.

iii. Breakfast Club - Oct. 15th&16th

1. 2 jugs coffee, 8 dozen doughnuts each day
2. Invoice coming from food services for cinnamon rolls, muffins, water, juice, and milk
3. More the first day, leftovers the second.
4. Thank you food services for prep and staff members during event
5. Under budget for breakfast club (so far - waiting for food services bill).

iv. Heavenly dips fundraiser-

1. October 27 - November 10 to have dips back before Thanksgiving.
2. Flyers went home yesterday. BES PTO listed under fundraising info.
    a. Flat rate shipping $4.99
    b. Turn in paper on Nov. 10 (orders will arrive before Thanksgiving break)
    c. $7 each, PTO makes $3.50 on every item.
3. Top 3 sellers will be rewarded.

v. Fall movie night- 11/6 Charlotte's Web - 1 hr, 37 minutes run time. Sarah Broceus Chair

1. Flyers sent today and posted online
2. Kids activity? Maybe take home
3. Kings Pizza (pre-ordered by families) - will order ahead of time by whole pizza or pizza by the slice. Stephanie handling pizza order
    a. Extra Pizza by the slice still available at the event.
4. Plenty of popcorn to use, plates and napkins bought for pizza party to use
    a. Need to buy candy, chips, pop, water, and DVD
5. Family raffle for anyone that RSVP's for the movie night (not just pizza purchasers).

6. Adult Raffle for anyone that comes. Tickets purchased at event
7. May bring your own food.
8. Check prize box in the shed for lollipop tree
9. NHS 4 volunteers

vi. Fall conferences- 11/20 & 11/24

1. Staff meal ideas? JB's Downtown Grill? Triple P's? Will feed the staff on the 24th.
    a. Look into JB's catering options
    b. Triple P's as backup.
2. Babysitting provided by Honor Society Volunteers
    a. Flyers updated and ready to send home on 11/17 + Post online

vii. Grandparents day 12/4? Text sent to Jaime.

1. For Kindergarten parents - grandparents come to watch the Kinder program, mini stations (crafts, pictures, etc.)
2. Music program is at 6 PM.
3. Donation flyers to be sent home to Kinder parents? PTO support?

viii. NATNP-

1. Santa booked- need fan/water for him
2. Raffle basket ideas- sending to staff this week. If no response, basket to be assigned and flyers updated. Items due by December 8th. 17 total baskets to start. Any basket theme ideas?
    a. Best basket (most desired) wins a kickback prize?
    b. Basket drawings begin at 7 pm - need to be present to win.
3. Sponsors welcome- need to do better about facebook spotlight
    a. Niki to make sponsor sign again at event
    b. Anyone can take sponsor flyers to hand out (posted digitally as well & sent home with students as well).
    c. Businesses can donate merchandise instead of monetary donations if necessary.
    d. Tax write-off available to give to sponsors
    e. Spotlight sponsors on FB
4. Google sign up for adult volunteers

   Separate google sign up for teen volunteers
5. In house concessions
    a. Kitchen is reserved. Nikki is going to do it again.
6. Rockin Rosie to set up a spirit wear shop. Presale Christmas BES design. $5/item or 10% back from total sales?
    a. Choosing to just do 10% back for the fundraiser and total sales at NATNP

b. Pre-Order 11/17-11/23 (online) so that it is all back before Thanksgiving break - ready for the event.

7. Block out Friday and Saturday for set up
8. Punch cards again $5 (low income students received free card sent home with students that day)
    a. Does not include concessions
9. Every game played earned 1 prize ticket. Prize station in a separate room. Bigger prize items cost more tickets. Smaller prizes for less.
    a. Completed card gets 2 extra tickets
    b. Christmas family bags at the door
10. Bingo will have separate bigger prizes but everyone who plays will leave with a small candy or squishy.
11. FMX the A/C for NATNP
12. All-call to parents

ix. Gift shop 12/15-12/18

1. Need to inventory what Andy already bought. Order more and price
2. Split inventory directly down the middle. Mon/Tues are the same, Wed/Thurs are leftovers)
3. Meet the week of 11/17?
4. Volunteers needed 9-12 and 12-3
    a. 4 per time slot first two days
5. Update flyer for students-send home 12/8
6. Teachers sign up for a 45 min slot. One mon/tues and one wed/thurs
7. Need a new event chair for next year – Alexis Miller volunteered. She will go through inventory ASAP to determine what is still needed.

D. Staff/Building needs:
    a. Order lamination rolls (link for ordering sent to Stephanie 10/28) Total coming by next meeting.

E. Motion to adjourn: Kaylee Shull, seconded by Emilee Lopez

Next Meeting: Tuesday December 2nd 4:30pm Bremen Elementary Library