



# MIZE ELEMENTARY

## PTO MINUTES

September 16, 2024

7301 Mize Road | Shawnee, KS 66227 | 913.441.0880 | [www.mizepto.com](http://www.mizepto.com)

Attendees: Amanda Philhour, Kellie Lawton, Jessica Simecka, Kim Schieber, Deanne Engstrom, Sara Nachbar, Ju Hui Sirithasack, Jenn Mckennie, Katrina Billinger, Lyssa Kirwan, Megan Schulte, Laurie Bowman, Jennifer Templeton, Megan Passman, Jacqui Cole, Erika Kokoruda, Wendy Willis, Gerri Balthazor, Shelly Souders

1. President's Report: Amanda Philhour
  - Introductions and appreciation to all volunteers and committees.
  - Back to School Night was summarized PTO/spirit wear presence, teacher gifts and food trucks at the events.
  - Teacher Grants are open. Grant submissions are due October 4<sup>th</sup>. They will first be vetted through Gerri and then reviewed and voted at the October 14<sup>th</sup> meeting.
  - Voting to accept the amended by-laws at the October 14<sup>th</sup> meeting. There were outdated positions that are now replaced with accurate titles of the current board. [Original Proposed](#)
  - All-School Shirts delivered September 13<sup>th</sup>. Thank you to our generous sponsors Sourcepoint, First Security Bank and The Driscoll School of Irish Dance. This year there is an option to buy additional shirts if requested.
2. Hawk Walk
  - We will use the PledgeStar fundraising platform again to collect and organize donations.
  - An all school kick-off assembly took place September 6<sup>th</sup> to explain the event and excite students.
  - We are adding teacher experiences for bid as well as looking into sports auction items.
  - Ju Hui Sirithasack volunteered to help reach corporate sponsors. Corporate sponsors need their donations completed earlier than previous years so that advertising items can be printed in time for the event.
3. Treasurer's Report: Deanne Engstrom
  - 2023-2024 Closing Financials presented and Deanne is working with the accountant on reconciliation and to file the tax return.
  - 2024-2025 Budget was presented, voted, and approved with attendee verbal vote.
  - We are excited that Katrina Billinger expressed interest in the Treasurer role for the 2025-26 school year.
4. Secretary: Kellie Lawton
  - If you would like to be added to the PTO distribution list for agendas and minutes, please email [MizePTO@gmail.com](mailto:MizePTO@gmail.com).
5. Committee Updates
  - Family Events Chair & Vice President: Kim Schieber
    - Coffee & Kleenex: Deanne Engstrom/Kellee George - Approximately 15 kindergarten parents attended. Kellee got the coffee donated. Deanne made sweet gift bags. We do suggest that next year either change to an outdoor, more visible location or have signs or a representative directing parents to this free event inside the cafeteria.

- Tall Trellis Night - Save the date to be released by the end of September. Sara Nachbar and Alexis Potter have been contacting companies to help find raffle items.
  - Family Movie Night: Sara Nachbar
    - October 4<sup>th</sup> @ 6:30pm in Mize green space - A volunteer signup has been distributed. Anyone with concession donation connections is encouraged to contact Sara. She is reaching out to local businesses and found businesses willing to partner. We are taking additional forms of payment this year in hopes to drive up sales. We will provide Steve with a gift card for all his hard work to make this event happen.
- 6. Fundraising
  - Birthday Board: Jenny McCord
    - Birthday board sign up for your child and teacher/staff birthdays is available through the [PTO website](#). Currently exceeding projected revenue.
- 7. Corp. Fundraising: Erika Kokoruda
  - Chipotle 8/21 - Profit \$457.97
  - Papa Murphy's 9/19
  - Skate Night 10/9 - promoting that the kids can wear a costume
  - Urban Air 11/14
  - Goodcents Nov TBD
  - Shopping Dec TBD
- 8. School Supplies: Megan Passman
  - 2024 Profit \$286.95
  - Discussed feedback from teachers and families as we look to prepare for 2025.
  - Current vendor has a renewal incentive if signed by the end of September.
  - Request to set up an option for parents to donate towards extra kits for students who need them. Current vendor confirmed this option could be added.
  - Current vendor confirmed that multiple students in one order will be separated next year.
  - We also discussed the timing of supplies to extend further into Summer. Current vendor has an 8 week delivery stipulation.
  - Communicated from the school/district to avoid ordering unnecessary items ex. headphones.
- 9. Spirit Wear: Jes Simecka
  - Store closed September 6<sup>th</sup>
  - 96 items purchased, estimated \$750 raised. This was a lower amount than usually raised. Profit margin was mentioned for future years.
  - Proposed re-opening the store at future events or at minimum sell the already printed items at Movie Night and other events.
  - Shirts will be delivered to school September 25<sup>th</sup> and distributed to classrooms to be sent home with students.
- 10. Mizeapalooza May 2nd TBD: Amy Welborn + committee volunteers
  - We will transition this event to a family Carnival instead of a school day activity.
  - Waiting on date confirmation from the school to book the carnival equipment.
- 11. Philanthropy: Jenny McCord
  - PTO met with Janine Winters to discuss Philanthropy.
  - Kindness Pantry would benefit from a dorm style fridge for cold fresh items.
  - PTO gave School Supply Kits for her to donate to students at her discretion.
  - October: Candy drive benefiting Ronald McDonald House of KC, Nov. 1<sup>st</sup>-4<sup>th</sup>.

- December: KVC Toy Drive – a needs list will be published in Nov. with donations due Dec. 2nd-13<sup>th</sup>.
12. Staff Appreciation Chair: Bridgid Driscoll
- Birthday drinks/cards provided for all staff members this school year.
  - Q1 Conferences Sept. 25<sup>th</sup> & 26<sup>th</sup>: Bridgid Driscoll
    - Sign-up genius posted for snack sign-up doing well
    - Bridgid Driscoll and Cassie Lee will set up Wednesday
    - Goodcents & Jack Stack's meals to be provided
  - Thanksgiving Pie Slice November 22nd: Hailee Schmidt
    - Contacting store to ensure quantity available
  - Holiday Wrapping December 9<sup>th</sup>: Hailee Schmidt
    - We will provide gift wrapping services for teachers
    - A sign up will be distributed in early December for wrapping volunteers
  - Holiday Gifts: Julie Suttles
    - Samples/ordering starting in October
13. Website: Lauren Cunningham
- [Directory submissions](#) due September 27<sup>th</sup>.
  - PTO would like to begin to transition the PTO page to the district website.
14. Principal's Report: Gerri Balthazor
- Training on the district website will be taking place.
15. Teacher Liaisons: Shelly Souders and Mimi Lueszler
- Shelly requested PTO share her action item of approximately 20 Veterans to attend an October Unit, Portraits of Courage, to honor the Veterans.

*Next meeting: October 14<sup>th</sup>, 6:00pm @ Mize Elementary*