**Meeting Minutes (*UNAPPROVED*)**

**May 26, 2021**

**6:30 p.m.**

***Held as Zoom Meeting***

**In Attendance:**

**Guests:** Vanessa Feuerstein; Phyllis Kastle

**Staff/Teachers:** Ryan Evans, Principal

**Board Members:** Melissa Biskupic, President; Shannon Towers, 2nd Vice President; Heather Sharenow, Treasurer; Erin Larsh, Corresponding Secretary.

Meeting called to Order at 6:34 p.m.

Secretary’s Report

1. Recording Secretary: Approval of April, 2021 minutes. Heather Sharenow motioned and Shannon Towers seconded the motion. April, 2021 minutes were approved.
2. Corresponding Secretary: Nothing to report

Treasurer’s Monthly Report

*Heather Sharenow* - Recent activity/income: Paid for teacher appreciation, pins ribbons, took in small amount from amazon smiles, grant, and signs covered their cost, Fees for square took what would have made us even. More money out this year due to covid, most this month with end of year events. This year we only took from funds just over $2000. Lots of money made from Brook Park partnership raffle, and other small business benefits that came in. We still had the ability to pay for the things that we did last year.

Administrative Reports

Principal’s Report: *Ryan Evans* - Registration out with snap codes, school tours for 5th and remote 6th grade to take place last week of school. Thanks to the PTO for funding for field days, all to take place by end of week. 8th grade given a gift bag with help from community grad 6th oat 1030, 25 warriors to come at gross who don’t choose to gather in groups. Thanks to all who helped and thank you for your help in the future.

President Report: *Melissa Biskupic*

* 8th Grade Pins and Ribbons Update- all showed up and they had them together over the weekend and have been delivered to the school to be given out at graduation.
* 8th Grade Yard Signs - all ordered and passed out sold total of 63 with 3 more needing to be sold to break even. Mr. Evans offered to sell them at the graduation. Good parent feedback.
* 8th grade T-shirts –Feedback was good, students liked the fabric and color along with design and sizing. It is well liked that the PTO pays for t-shirts for 8th grade.
* Looking toward next year’s 8th grade class – size is about 155, with the possible plus or minus of 5 either way.

Vice President Reports:

2nd Vice President: *Shannon Towers* – Business Benefits – still waiting to get word from Bundt Cakes with final amount that was raised.

Committee Reports:

Teacher Appreciation *Vanessa Feuerstein* – It concluded and worked out well, Bundt Cakes, Fill My Jar, taco and nacho bar from Tony’s all seemed to like. Last day snacks were put in workroom for teachers, with kids being asked to give/write cards to teachers. PTO sent flowers to give to front office for nurse’s day and front office.

New Business – Election for 2021/2022 Board. Executive Board - Co- President- Vanessa Feuerstein and Melissa Biskupic - 1st Vice President- Patti Chmura - 2nd Vice President- Shannon Towers - Treasurer – Heather Sharenow - Recording Secretary- Maria Kaplan - Corresponding Secretary – Erin Larsh, Shannon Towers made motion to have president position be moved to 2 people, Heather Sharenow seconded motion. All approved. Motion to approve all for remain with Executive Board Erin Larsh made motion, Shannon Towers 2nd, all approved.

Announcements & Upcoming Meetings - Regular School Board Meeting, June 10, 2021 at 7p.m. in Brook Park Gymnasium

Next PTO Meeting – September, 2021

Public Comment- None

Adjournment at 7:02 p.m.