**SPPS PTO Meeting Minutes**

**April 20, 2023**

The April 20th, 2023 meeting of the SPPS PTO was called to order by PTO President, Tami Haverkamp, and then Principle Todd Leonard opened the meeting with a prayer.

The minutes from the previous meeting were emailed out prior to the meeting and posted on the SPPS App. Tami Haverkamp asked if anyone had additions or corrections to the minutes. There were no requests for additions or corrections. Tam Haverkamp called for a vote to approve the minutes, Julie Bergman motioned to approve the minutes and Bonnie Ridenour seconded. All present voted “yes” and the motion was carried.

Treasurer Amber Sudbeck reported a checking account balance of $70,388.38, savings account balance of $25,378.79 and CD balance of $75,424.35. There are no outstanding bills. The annual report of PTO income and expenses were available at the meeting for those in attendance to review.

Molly Strathman read a thank you note from Alex Lueger to the Sunshine Committee.

There was no guest presentation for the meeting.

**Committee Reports**

**Apparel** - Bonnie Ridenour reported profit from the Spring Sale is $70

**Book Fair** - No report

**Booster Club** - Molly Strathman reported that she will be requesting new members be added to the Booster Club Committee at enrollment. The Booster Club will not be providing t-shirts to the junior high students for the 2023/2024 school year. Next year, Molly would like water bottle stickers or backpack pins that say I Love Trojans to the Junior High Students to promote school spirit.

**Christmas Wish List** - No Report

**Flower Sales** - Megan Olberding reported for Diana Holthaus. PreSales are complete, pick up date is May 3rd form 12-3pm. Will have final profit numbers at the next meeting.

**Memory Tree** - No Report

**Nature Area** - Kathy Ganstrom is stepping down from the Nature Area and Molly Strathman will lead the committee for the 2023/2024 school year. Molly met with Todd and Father Arul about expectations of the committee going forward, Father would like to keep flowers planted around church and school. Molly will send out a sign up genius to help keep the flowers watered this summer. On May 5th, 2023 Molly will be at school to have the SPPS students help plant flowers. Some of the CCD kids helped clean up the weeds around the church last week.

**Playground Committee** - Courtney Strathman reported on grants received: KDHE $48,000, STEP Foundation $3,000 and AgPartners $5,000. Courtney said there are also other grants they are pursuing. The committee is looking into designs from a different company and that company offers grants but it will need to be applied for by June. They have looked at some ADA compliant equipment as well. Once approval is communicated from the Archdiocese, we could have the playground done by the beginning of school. Discussion on why we need the Archdiocese approval was discussed and approval is needed because the Archdiocese owns the property and the Archdiocese has asked local parishes to suspend all capital campaigns at this time.

**Night to Reignite** - Julie Bergman reported they had positive feedback from the PTO Parent survey. She asked if anyone had feedback on any changes, Julie Bergman & the committee would welcome input. There were concerns about the open bar but felt that all adults managed themselves. Total profit from the first event was $40,622.72. The next gala is already planned for the first Saturday in February for 2024: 2/3/2024. The committee is already looking at ideas for next year.

**School Supply Kits** - Amber Sudbeck reported for Erica Winkler that schools supply lists are being generated and we will be ordering from Variety Store for the 2023/2024 school year.

**Smoke Off** - Stacey Steinlage reported that they are waiting on the Chief’s schedule to be announced before making the decision on the 2023 SmokeOff date. Right now, they are considering the last weekend in September or the first weekend in October. There was discussion if there would be any changes to the format from 2022 and as of now, the SmokeOff will start on Saturday afternoon and go through until Sunday morning. The survey did indicate that the event was very popular and would like to incorporate a dance on Saturday evening.

**Stuff the Bus** - No report and Tami Haverkamp reminded everyone that this will no longer be a committee in the 2023/2024 school year.

**Sunshine Paren**t - No report

**Teacher Appreciation** - Lacey Frehe reported that Teacher Appreciation week is coming up and the teachers will be receiving treats each day. She also asked if the PTO would be willing to pay for shirts for the teachers as a gift. Julie Bergman made a motion that PTO would pay for t-shirts for the teachers as a gift during Teacher Appreciation Week. Stacey Steinlage seconded the motion. During discussion, Molly Strathman asked the teachers if they would like a short sleeve t-shirt or long sleeve t-shirt/sweatshirt. It was decided that Lacey would pick out the shirts in regards to style. Tami Haverkamp asked for a vote, all present voted yes and the motion passed.

**Teacher Lounge** - No report and Amber Sudbeck reported that this committee will be combined with Teacher Appreciation for future years.

**PTO Officers Report**

**Expenses** - There were expenses that had been requested to be paid between the meetings and these were approved by the PTO Officers:

1. Paid for the Formed subscription. This has been paid for in the past by PTO and teachers agreed that they still use it.
2. Paid for the 6th-8th Grade Ski Trip
3. Paid for Teacher Pantry Items
4. Paid for Field Trip Fees
5. The PTO Officers also approved paying for Kona Ice and the Bounce House for the last day of school.

**Clarification Votes:**

1. Tami Haverkamp asked for the PTO to re-vote on paying for field trip fees for staff. At the last meeting, the PTO voted and approved to pay for teacher fees to attend the Ski Trip but PTO Officers felt we should have said all staff expenses to attend any field trip during the school year. Lacey Frehe made a motion that PTO would pay for all stall expenses to attend any field trips during the school year. Anna Kohake seconded the motion. There was no discussion. Tami Haverkamp asked for a vote, all present voted yes and the motion passed.
2. During the last PTO meeting, the PTO voted to pay teachers $200 in April 2023 and this would replace the Stuff the Bus items the teachers usually receive and replace the money the teachers normally receive from PTO in July. The PTO Officers discussed after that meeting that $200 might be too low and are requesting that PTO re-vote to approve $250 per teacher to receive in April. Julie Bergman made a motion that each teacher receive $250 from the PTO in replacement of the Stuff the Bus money and July PTO money they normally receive. Bonnie Ridenour seconded the motion. There was discussion that larger items that teachers still felt they needed would need to be run through PTO/Todd to be paid, if those items could not wait until the Christmas Wish List. Tami Haverkamp asked for a vote, all present voted yes and the motion passed. Amber Sudbeck passed out checks to all teachers present after the vote.

**PTO Survey Results** - The PTO Officers directed everyone to open the SPPS App and review the results of the PTO Parent Survey that was sent out to all families in March 2023. Some of the highlights noted was that flower sales, Night to Reignite and SmokeOff were very popular. There was a high interest in fellowship activities to bring families together and less of a focus on fundraising. Each committee head was provided with their specific comments ahead of the meeting and it is up to that committee to use the feedback as they wish to make changes to their committees. The PTO did offer babysitting at this meeting as a result of the notes from the PTO Survey.

**Principal’s Report**

Todd Leonard reports:

1. The last few weeks of school will be busy with many activities.
2. Preschool open house was held on Wednesday, April 19th, and was very successful. The next year's class sizes appear to be growing.
3. State assessments are almost complete for the whole school
4. First communion is this coming Sunday, April 23rd
5. New ELA textbooks will be ordered this summer and he is waiting on final quotes on prices. Final decision will be made soon.
6. The School Calendar for 2023/2024 is almost ready and the first day of school will be August 17th, 2023.
7. Next year SPP will have confirmation and the date is proposed as December 7th, 2023 in the evening.

**Teachers Reports**

**Jennifer Schmelzle** reported on behalf of the Field Day committee that they are having a bounce house but will be in need of someone with a truck to pull the trailer from Heinen True Value to bring the bounce house to SPPS. That person would need to set up the bounce house, take it down at the end of the day and bring it back to Heinen’s.

**Hannah Sanders** reported that next year’s preschool will have a bit of a different structure. The 4 year old program will run 4 days a week and the 3 year old program will run 2 days a week, either morning or afternoon. She was very pleased with the turnout at the preschool open house night. There was discussion about having a FAQ about our preschool program and SPPS in general sent out in next year's bulletin to the local churches.

**Christina Lierz** reported that Kindergarteners are hatching chicks.

**New Business**

**2023/2024 PTO Committees** - Tami Haverkamp asked for a vote on all committees for the 2023/2024 school year. The committees are:

1. Apparel
2. Book Fair
3. Booster Club
4. Christmas Wish List (the only supply committee; Stuff the Bus discontinued)
5. Flower Sales
6. Memory Tree
7. Nature Area
8. Playground
9. Night to Reignite
10. School Supplies
11. Smoke Off
12. Teacher Appreciation (includes teachers’ lounge activities)
13. Sunshine Committee - the Sunshine Committee will evolve to include “welcoming committee” activities. These activities would include meeting with new families to go over any questions they might have about SPPS during enrollment or a tour of the school.
14. Fellowship Committee - these would be low cost activities that bring families together. Thoughts were that this committee could be responsible for a street dance during the SmokeOff.

Discussion was had about the Nature Area committee and how to make sure the amount of work to be done could be manageable by the PTO. The PTO will be utilizing sign up genius for summer watering and open that up for everyone within the SPPS Parish to help with and ask Alter Society if they could lend a hand with circles members helping out. Lacey Frehe made a motion to approve all the committees for the 2023-2024 school year. Anna Kohake seconded the motion. No further discussion was had. Tami Haverkamp asked for a vote, all present voted yes and the motion passed.

**Faith Families** - PTO had reported at the last two meetings that we would be willing to help with an activity for Faith Families. Michelle Haverkamp asked PTO to pay for sidewalk chalk ($25), giving crosses to 8th graders as a final send off ($200) and ice cream as a treat ($110) for the final Faith Family celebration. Ashley Carlson made a motion that PTO pay $350 for the final Faith Family activity. Bonnie Ridenour seconded the motion. No discussion was had. Tami Haverkamp asked for a vote, all present voted yes and the motion passed.

**Nature Area** - Molly Strathman requested that PTO pay for the annual maintenance/fertilization of the grass and shrubbery around the school. The approximate cost would be around $2,000 per year. Molly would be in touch with Lush Lawns to direct what exactly we would like taken care of. There was discussion on needing to be specific with what exactly PTO would be willing to pay for/maintain as the PTO should not be responsible for all the outdoor maintenance around the school/church. Jennie Rusche made a motion that PTO will be responsible for paying for the fertilization of grass, pre-emergent maintenance of weeds, and maintenance of shrubbery in front of the elementary and all around the junior high building. Brooke Stallbaumer seconded the motion. No further discussion was had. Tami Haverkamp asked for a vote, all present voted yes and the motion passed.

**Funding Requests** - Tami Haverkamp asked that all funding requests be made and discussed, then the PTO would vote on all of them at one time.

1. Jennie Rusche asked for PTO to pay for the 8th Grade World’s of Fun trip and the approximate cost is $750. This would pay for the entry tickets for the 8th graders and adult supervisors going on the trip. The 8th graders do janitorial work for the school all year long as part of service to earn this trip. All those going on the trip would be responsible for their own meals.
2. Jennifer Schmelzle asked PTO to pay for Music K8 Magazine, Audio Files, & Student Parts and the approximate cost is $129.95.
3. Anna Kohake & Brooke Stallbaumer asked for Field Trip Reimbursement for the 3rd grade field trip in the amount of $38.40.
4. Molly Strathman asked for an annual budget to replant flowers around school/church and replace some soil/wood chips in the nature area and the approximate cost is $200 annually.
5. Christina Lierz motioned to approve all requests. Allison Hermesch seconded the motion. There was no discussion. Tami Haverkamp asked for a vote, all present voted yes and the motion passed.

**2023-2024 Back to School Picnic** - Amber Sudbeck proposed to have a “Bring your supplies to school and Back to School night” on the Monday or Tuesday before school starts. Usually the Back to School picnic is after school starts. THe PTO discussed it would be nice to have the supplies to school before the first day of school. Teachers asked if they would be required to be in their rooms the whole time. The vision is kids would just drop information in the rooms, teachers WOULD NOT be required to stay in their rooms the whole time. PTO would need to be clear that this would not be the time for teachers to be taking 1st Day of School pictures with kids. The decision was left at asking teachers to think about this and get back to PTO.

**2023/2024 School Year PTO Officers**

* President - Molly Strahman
* Vice President - Megan Olberding
* Secretary - Ashley Nordhus
* Treasurer - Amber Sudbeck

Julie Lierz made a motion to approve next year's officers and Stacey Steinlage seconded the motion. There was no discussion. Tami Haverkamp asked for a vote, all present voted yes and the motion passed.

The snack and pop winner is 7th Grade. Tami Haverkamp presented Tamera Steinlage with a gift as appreciation for her years of service at SPPS. Tamera is leaving SPPS at the end of the 2023-2024 school year. With no further discussion, Megan Olberding moved to adjourn the meeting. The motion was seconded by Amber Sudbeck.. All present voted “yes” and the motion passed. The meeting was closed with a prayer by Todd Leonard and Tami Haverkamp adjourned the meeting.