Meeting called to order at 6:34 pm by Kimberli Potteiger. In attendance were Sarah Rykwalder, Kori Hartman, Jen Beug, Holli Lenell, Angela Sidebottom, Shelly Budde, Nicole Ludmer, Katie Soyka, Christen Harwood, Cody Trinko, Jenny Strader, Sara Gauntt and Kimberli Potteiger.

Review and approval of minutes from September 12, 2017. Motion accepted by Shelly Budde and a second motion came from Holli Lenell.

**Nominations Report - Kimberli Potteiger**

Kimberli asked if there were any other nominations for PTO President to begin January 1, 2018. There were no other nominations besides Holli Lenell. The board unanimously voted for Holli and she accepted.

**Principal’s Report - Kori Hartman**

**Hair Donation:** Ms. Hartman will talk to the parent who organized the event last year. It will hopefully occur in late October or early November.

**Conferences:** The sign-ups will be coming soon for the November conferences. The school administration will be making a decision very soon whether they will use PTC Wizard again or try SignUpGenius. Report cards will be available online again this year. It was noted that some parents could not see the teacher comments online, and needed to print the report card to see the comments.

Ms. Hartman announced that the school had their first PEACE assembly and thanked the PTO for another successful FunRun.

**President’s Report - Kimberli Potteiger**

**My School Anywhere:** Approximately 95% of our students are represented on My School Anywhere which represents the majority of our families. Kimberli is hopeful to get closer to 100% so that we can utilize more of the functions of My School Anywhere and be confident we are reaching nearly all our families. There were some concerns about new families that come to Swanson and whether they are getting the information to sign up. Ms. Hartman will check with Ashley to see if it is included in the information for new families. There were also some concerns about the emails sent to confirm accounts.

**One District, One Book:** PTO budgeted $4,000 for this program. The actual cost was $2,500. The money left over will go into a fund to get two new water fountains in the school. The approximate cost of the water fountains is $5,200 for two, with an extra $85 (per fountain) for filters.

**Child Care offered for PIN night:** Kimberli reported that a great group of middle schoolers volunteered to take care of just under 100 kids while their parents were at PIN night. Kimberli was the only adult but thought it went really well and would like to continue to offer this service for at least the next two years. Ms. Hartman added that many parents expressed gratitude for having the service this year.

**Teacher Requests:** Phil Rothschadl has asked for a tuba. This request was put on hold until money from the FunRun comes in and the PTO receives more information about the request. Ms. Hartman commented that the music program is having a fantastic year with more students enrolled in 4th and 5th grade band than ever before.

**Treasurer’s Report - Sarah Rykwalder**

The PTO is buying liability insurance for $500. Sarah is reimbursing teachers for back to school expenses (up to $100) if they provide her with receipts.

**Director of Fundraising - Angela Sidebottom**

**Fun Run:** Angela thanked Holli, Christen, Ms. Hartman, Mr. Sadowski, and all of the teachers for all of their help with the FunRun. There was a pep rally on September 25th, and students could accept pledges from then until today. The goal was between $30,000 and $35,000. If we collect 95% of the current pledges we should profit $30,824. There are two
upcoming collection dates - October 20th and November 3rd at 9 am in the conference room. The committee is now working on planning the school wide incentive where Ms. Hartman and Mr. Sadowski will sing karaoke at lunch for the students. The winning class at each grade level will also get a popcorn party. There are about 6 VIP students who will get a special breakfast, movie tickets and locker decorations. The teachers will also get 10% of the average classroom pledges to be used for classroom expenses. Some questioned the percentage of money that goes back to Boosterthon. Angela stated it is a sliding scale based on the amount of pledges we receive. The PTO is aware of some parents’ frustration over Boosterthon’s percentage, however the FunRun committee feels it is worth it and is looking at dates to partner with Boosterthon again next year for another FunRun.

Fifth Grade Recognition: Kimberli reported the first hangout is October 20th for the fifth graders and their families. It is a trunk-or-treat event from 6-8. Parents are donating the candy. Since we cannot sell ice cream at lunch any longer Kimberli was looking for alternatives for fundraising for Fifth Grade Recognition. Shelly suggested asking parents for a $20-$25 donation to cover expenses instead of multiple small fundraisers. Kimberli will look into that with the committee.

Restaurant Nights: There will be a restaurant fundraiser this Thursday, October 12th at Jason’s Deli. We will receive 15% back if you show the flyer.

JK Lee Be Your Best Program: Mr. Sadowski is working with JK Lee on this program. It will be after school for 4 days in December. The cost is $29 for the first child and $25 for the second, with all of the money going back to Swanson.

Box Tops: Cody reported that there are now collection bins in every classroom. The top two classrooms will receive a pizza party after the February deadline. She is looking to put up a bulletin board in the lobby to get more interest and participation. She sent in the box tops from the end of last year and the beginning of this year and it was approximately $500.

Director of Programming - Katie Soyka
Cultural Events: Katie and Jenny are working on scheduling two events for the school year. They are planning a dancing presentation in the spring and possibly a science presentation in the fall. The monthly cultural announcements will begin in October.

Director of Hospitality - Shelly Budde & Cody Trinko
Bus Driver Appreciation: This is scheduled for October 20th. Shelly is planning on donuts and coffee for the 15 bus drivers after morning drop off. She suggested students that want to show their appreciation create cards or notes to give them on that day. They will also receive a $5 gift card.

Director of Special Events - Holli Lenell
Donuts for Dad: Donuts is scheduled for November 2nd and 3rd. Shelly suggested using Costco or Meijer delivery for events such as these. PTO members in attendance agreed that the cost of this service (about $30) seemed worth it.

Ice Cream Social/Stuff the Bus: Tina Baker agreed to chair this event. Stuff the Bus is the week of November 13th. However, there is no available gym time in all of November due to basketball season so the ice cream social may need to be completely cancelled or moved to the spring.

New Business - Kimberly Potteiger
Christen Harwood is waiting on quotes for additional playground equipment for Swanson. She is looking at adding swings and possibly something else. She suggested creating a GoFundMe page to collect donations and potentially having a pie fundraiser. More details will be coming on this proposal.

Adjournment
Shelly Budde motioned to adjourn at 8:40 pm and a second motion came from Katie Soyka.

Next meeting - January 16, 2018 at 6:30 pm.