

DIXON ELEMENTARY PTO

Minutes

Meeting Date: Thursday, October 15, 2020

Meeting Time: 6:30 p.m.

Meeting Location: Google Meet

Attendees: Sara Monty, Luke Sadowski, Chris Malicki, Connie Petersen, Nicole Fitzgerald, Katrina Hergott, Shana Meidam, Maria Kotsonis, Julie Gretzon, Melissa Holland, Brian Klappenbach, Christina Ramsay, Jeneeya Suwal, Angie Maniaci, Carey Drees, Inez Somers, Jaqueline Wickersham, Stephanie Armstrong, Vicky Shokatz, Kathleen Thomas, Kristin Parulski, Kristen Riegert, Jessamyn Reiter, Casey Moglia, David Gross

1. Call to Order: Sara Monty at 6:33 p.m.

2. Review and Approval of September 2020 Minutes Nicole Fitzgerald Connie P. motion; Maria K. second

3. Principal Report Luke Sadowski

We are very proud to be ranked the second-best elementary school in Wisconsin! It's great to be recognized for doing this well, thanks to a great staff. The new playground equipment is a huge hit. The kids are really enjoying it. Thank you to the PTO for the new structure. There have been a lot of questions about Covid protocols. Mr. Sadowski will relay all beneficial information to the parents but if a parent has any deeper questions, he's happy to have a conversation with him/her. The staff continues to encourage mask wearing, hand washing and social distancing. Positivity promotes positivity. Its important to seek information but don't pass judgement. If anyone is having concerns with virtual learning, please reach out to Mr. Sadowski or the virtual principals, Martin Castro and Mekenna Ellis. Mr. Sadowski is working on ways to connect the virtual and in-person students and staff to help keep students successful.

4. Virtual Principal Report No report given from Martin Castro and/or Mekenna Ellis

5. Treasurer Report Chris Malicki

https://www.elmbrookschoools.org/uploaded/PTO_BALANCE_SHEET_--_OCTOBER_2020.pdf

https://www.elmbrookschoools.org/uploaded/PTO_PROFIT_AND_LOSS_OCTOBER_2020.pdf

Old Business

5. Spirit Wear Sara Monty for Megan Repsa

There will be an all school t-shirt this year. Parents were asked to submit t-shirt sizes for their child. The shirts will be color-coded by grade level. We have numerous \$500 sponsors that will have their company logo on the back of the shirts. Thank you to James Riccaboni, J & J Remodeling, Gross Home Repair, Badger Mobil and Shyla Brown Photography. Spirit wear will go home next week so please keep a look out for that in the students' backpack. On the first and third Friday all students and staff are encouraged to wear green for school spirit.

6. Fall Fundraiser Sara Monty

Each year the PTO has fixed expenses that do not change from year-to-year. These expenses include assignment notebooks, folders, and various programs that take place throughout the school year, even in a modified format. This year, one of our largest expenses will be taking care of our teachers and school staff by providing meals and gifts and cards for special occasions.

The primary source of income each year is our Fall Fundraiser. In the past we've done fun-runs, bounce houses, and sold merchandise. Kids typically received rewards and/or trinkets based on how much they raised. These options are not viable for this year. At our first PTO meeting we discussed how to best approach fundraising this year. The one thing we kept coming back to was, when asked, Dixon families always answer the call and have been extremely generous toward our school. We need to raise \$15,000 via fundraising this year so we do not operate at a loss. That's less than \$30 per student. We understand COVID has hit some families harder than others. We're asking each family to give what they can. If we are able to raise the entire \$15,000 we have budgeted for the 2020-2021 school year, we won't need to host an additional fundraiser in the Spring. If not, we will explore other opportunities at that time.

Our goal is to close out our Fall Fundraiser by Friday, November 9th. We are asking you and your family to consider supporting Dixon PTO by donating one of two ways.

1. Via PayPal using this link or scan QR code below so we can reduce the amount of mail our office staff needs to go through. Simply click on this link

https://www.paypal.com/cgi-bin/webscr?cmd=_s-xclick&hosted_button_id=5BAAB4BR82E4L

and follow the instructions:

-OR-

2. If you are unable to donate via PayPal, please consider mailing a check to the school versus putting it in your child's folder so less people will need to handle it. The address is Dixon Elementary PTO, 2400 Pilgrim Square Drive, Brookfield, WI 53005

Finally, it is our hope to make every effort to stay connected as a school since we are unable to be physically present together during this time. Stay tuned for reimagined events. If you have any questions about the PTO, suggestions for staying connected, or if you just want to know more about the programs we support, please send me an email at sarameengsmonty@aol.com and I'm happy to answer any questions you may have.

Dixon Elementary is truly an amazing school and that's because of families like yours. Thank you for your continued support of our students, our teachers, and our staff.

7. Directory Kathleen Thomas

If you haven't already done so, please be sure to register with Membership Toolkit so you can access the student directory (great for coordinating playdates) and learn about the latest PTO news. We can try to look into other ways to use this website to reach more parents.

Here's what you need to do:

- Go to <https://dixonpto.membershiptoolkit.com/login>
- Click on the Register/Login button.
- If you already have an account with another organization that uses Membership Toolkit you can use the same email and password to login. You can then proceed to the numbered steps below.
- Select "Create Account" and fill in the name, email, and password information.
- Click "verify my email" and then check your email for a link to complete the process. The link expires in 2 hours. If you do not receive the email, check your spam or junk folders.
- Once you have verified your email address, log back in and finish the registration process. You'll be able to add your contact information and edit your directory/publish preferences. Once the Primary Account is set up, the Primary User can "invite" other email addresses to access his/her account. This allows the Secondary User to have their own login information, but still have access to the family account.

8. Garden Vicky Shokatz

The garden is getting weeded with the help of Inez and a couple other volunteers. Thank you for taking this project on! A suggestion was made to lay down cardboard on the walking path so the weeds won't continue to grow in that area. We are collecting paper boxes and cardboard that can be used there. Please contact Sara Monty with any questions.

New Business

9. Committee Reports:

a. Fall Book Fair Sara Monty

We will be having a Drive-Thru book fair. It is scheduled for Friday, October 30 from 4-7. There will be pre-made, grade specific book bundles that families can purchase during the drive-thru. We will be asking for a few volunteers to help with set up, take down and someone to wear a Clifford Costume. More details coming soon!

b. Nutcracker Sara Monty for Margaret Wdznsk

There is a slim possibility that the Nutcracker will still be held this year. This would be an all virtual performance but the timing is difficult at this point in time.

c. Spelling Bee Sara Monty for Katie Whitecotton

The Spelling Bee will be virtual this year for 3rd, 4th, and 5th graders. We are waiting to hear back from the district liaison for more information.

d. Box Tops Sara Monty for Jen Koch

Please send in your physical Box Tops for Education as soon as possible before Monday, October 26. When sending them in, there is no need to write your child's name or teacher on the Box Top as in years

past. Please do make sure that you have them trimmed down as close to the dotted line as possible. This is a quick and easy way for our school to earn money for fun things.

If you haven't already, please download the BT4E app on your smartphone and begin scanning your physical store receipts. The box tops are automatically added to our school account. You can scan the receipt of the items with physical box tops for double redemption!

Do you buy your groceries online via Instacart or similar services? Those electronic receipts can also be redeemed for box tops! Please see <https://www.boxtops4education.com/emailgroceryreceipts> for a list of participating retailers. If you have any questions, please don't hesitate to reach out to Jen Koch jennifer.koch14@gmail.com with any questions.

Other Business

*Picture Day has now been scheduled. Lifetouch Photography will be at Dixon School on October 22, 2020 as follows: In-Person Students: 10 a.m. to 3 p.m., three cameras in gym

Virtual Students: 4 to 6 p.m., three cameras in gym

Parents of Virtual students should park in the north parking lot as pictures will be taken in the Gym.

All portrait packages should be purchased digitally.

*There will be a Harvest/Fall Party scheduled by the classroom teachers. We want to keep everyone safe but also allow the students to have some fun. Costumes will not be worn to school at all. Room parents should reach out to the classroom teachers for more details.

*We are in need of a new volunteer to take over the School Supplies Pack. If you are interested in learning more, please contact Sara Monty.

*EEF Ladies Night will take place -- virtually -- on December 3, beginning at 7 p.m. More information will be forwarded to families soon.

Motion to adjourn: Connie P.
Second: Katrina H. (7:35 p.m.)