

Swanson Elementary PTO Meeting Minutes – May 17, 2016

In attendance: Lynne Thomas (President), Lisa Meder (Treasurer), Andrea Benslimane (Director of Special Events), Wendy Dorn (Director of Programming), Cindy Dries (Director of Fundraising), Sara Gauntt (Co-Director of Hospitality), Angela Sidebottom, Cindy Ochs, Carla Fermann, Donna Pierquet, Sarah Rykwaldler, Kimberli Potteiger, Jen Beug, Sue Kaloti, Lisa Fanning, Jessica Gonzalez, Manami Olveda, Sasmita Mishra, Heather Anderson, Amy Glisczinski, Sarah Delgadillo, Erika Slager

A. Opening (Thomas)

Thomas called the meeting to order at 6:35 PM.

B. Review and Approval of April Minutes (Thomas)

After review, Fanning motioned to approve; Sidebottom seconded. Minutes approved.

C. Principal's Report (Hartman)

1. Hartman expressed thanks to Lisa Fanning, Jen Peterson, the PTO and all who contributed during Teacher Appreciation week. The staff and teachers felt appreciated and enjoyed the daily meals.
2. Spring MAP testing is ongoing, and will be completed within the next week.
3. The work of the redistricting committee is unlikely to result in a simple solution of moving two Swanson tracts to a new school. The committee is looking at data and multiple solutions for a district-wide solution to the overcrowding issues. Only a few Swanson families have chosen to attend another elementary school within the District next year.
4. The Parent Input Form for the 2016-17 school year class placement is no longer online. Additional input should be sent to Hartman via email.
5. The new Associate Principal will be announced within the next few days. Hiring will begin for new teachers within the next two to three weeks. There is one teacher transferring to Swanson from another Elmbrook school. In addition, three residents from Carroll University will be under consideration when hiring for next year.

D. President's Report (Thomas)

1. Volunteer Appreciation Breakfast – A volunteer appreciation breakfast will be held in early June (date/time TBD) for ALL volunteers who contributed their time and talents or donated items to PTO events this year. Bagels, coffee and juice will be served in the teacher's lounge at Swanson.
2. Event/Committee Chair Position Openings for 2016-17 – Several PTO Chair positions are available for the 2016-17 school year, including Conference Night Staff

Dinners, Summer Bridge Sale, Teacher Appreciation Week and Family Fun Night. If interested, please contact the PTO at swansonpto@gmail.com.

3. Board Elections for 2016-17 – Thomas expressed thanks to the outgoing Board Members, including Andrea Benslimane, Lisa Meder and Robyn Rubenstein. Two additional nominations have occurred since the April meeting, including Kimberli Potteiger for President and Manami Olveda for Treasurer. In addition, Fanning nominated Amy Glisczinski for Director of Special Events. Following speeches from candidates running for contested positions, Thomas passed out ballots, the PTO voted for the following candidates and Hartman collected and tallied the votes:
 - a. President – Wendy Dorn, Kimberli Potteiger
 - b. Secretary – Jessica Gonzalez
 - c. Treasurer – Sarah Rykwalder, Manami Olveda
 - d. Director of Special Events – Amy Glisczinski

Results announced at the end of the meeting.

E. Treasurer's Report (Meder)

1. 2015-16 Budget Review & Current Status – Total cash as of May 6th was \$54,400.24, with a checking register balance as of May 15th of \$48,012.56. We are awaiting two checks for Restaurant Nights. SwansonFest received a \$1000 donation from J.K. Lee. Lastly, Muffins with Mom came in just under-budget.
2. Proposed budget – Directory Sales has been removed from next year's budget since the District is moving to an online directory. Ice cream social up to \$650. Skate Party rollover funds will be used next year. The budget for Teacher Donations, Ice Cream Social and Teacher Appreciation Week were increased for next year. School donations have been estimated at \$20,000 by the end of this school year. PTO operations were increased to allow the PTO the option of hiring someone to prepare the taxes next year. All were in favor of the proposed budget.

F. Committee Chair Reviews & Reports

- a. Teacher Appreciation Week (Lisa Fanning) – Fanning expressed thanks to all volunteers who donated food and time during Teacher Appreciation Week. The PTO received many thank you cards and emails from the teachers and staff. Fanning suggested changing to two days of catered meals and three days of donated meals next year.
- b. Muffins with Mom (Kimberli Potteiger) – The event went very smoothly, and was very well attended. Potteiger spent about \$300 more than last year, but donations offset this expense. The BOGO book fair raised roughly \$2500 for Swanson, which will likely be used to purchase books for classroom libraries. Potteiger would like to consolidate this event to two days instead of three next year, and plans to request four registers for the next BOGO book fair.
- c. SwansonFest (Lynne Thomas) – Registration for classes is now complete. New scheduling software was utilized this year, and worked well. Any feedback on the registration system should go to Mr. Balfany. A few volunteers are still needed.

Sponsors for this year's SwansonFest include Associated Bank, Surg, Askren Wrestling and JK Lee. Champs has agreed to provide sandwiches at cost (\$2 per sandwich).

- d. Fifth Grade Recognition (Sarah Delgadillo) – The Fifth Grade Recognition ceremony will take place on June 8th in the Swanson gym, followed by a reception in the lobby. The committee has completed all fundraising. Two buddy benches have been purchased (students voted on colors), that will be delivered by the end of August. Students and teachers will have an introductory lesson about the buddy benches. Hartman suggested that fifth grade student leaders speak to the classes. Sidebottom suggested that the 5th graders make a video explanation.
- e. Family Fun Night (Sue Kaloti) – Family Fun Night will take place on June 3rd from 5:30 – 8:00 PM. We will not use the DJ. Mr. Dave has been asked to provide a music list for the evening. Kaloti will purchase 4000 blue wristbands with the Swanson PTO logo for \$108. This expense falls under PTO operations.
- f. Scrip (Erika Slager) – Scrip is estimated to raise \$400 this year. Last year, using paper order forms, Scrip raised \$1200. Fanning asked if we can go back to sending paper order forms. Hartman felt that we are unlikely to gain approval for this. Slager suggested having a Scrip sale during the first week of every month. She also discussed preordering cards at the beginning of the year and sell them at Swanson functions, such as Meet & Greet, Conferences, Blizzard Ball, etc.
- g. Restaurant Nights (Angela Sidebottom) – We are waiting for two additional checks; one from Jason's Deli and one from Panera Bread.
- h. Cultural Programs (Wendy Dorn) – The committee has discussed starting a "Buddy Family" program. This program would partner a family that is new to the county with an existing Swanson family to help acclimate the new family to cultural norms. The program would start with a welcome potluck dinner, and the group would meet occasionally throughout the year. Dorn also invited the PTO to the 6th Annual Cultural Fair on Wednesday, June 1st from 6-8 PM at Brookfield Elementary. Dorn discussed starting a Cultural Fair at Swanson that would be open to all families.
- i. Gifted & Talented Parent Advisory Organization (Jen Beug-Hoffman) – The next meeting of the GT PAO will take place on Wednesday, May 18th at 9 AM in room 173 of the Central Administration Office and will feature a dynamic presentation and workshop conducted by Deb Douglas focused on self-advocacy for GT students. Paid speaker about self-advocacy. Please visit <http://www.gtcarpediem.com> for additional information about this speaker.
- j. Swanson Striders (Jen Beug-Hoffman) – The Swanson Striders were awarded the trophy for biggest team at the Run for the Hills 5K. Roughly 50 students participated in the club and approximately 60-70 people ran with the Striders. Beug also announced the I Run Kids Marathon program. Students who register will run 25.2 miles over the summer, and read 26 books or for 26 hours. The Final Mile event will take place on August 27th, where the students will run the final mile of the marathon together. The entry fee is \$15 per student, and a portion of this fee will be donated to Children's Hospital.

- k. Battle of the Books (Robyn Rubenstein) – Battle of the Books concluded with a final celebration and prizes. Rubenstein and Kathy Kindler will co-chair BOB next year.

G. New Business/Open Forum

1. Pierquet expressed concerns about voting at Swanson in November. The Wauwatosa School District just vote to remove polling places from all district schools after the next school year, and have scheduled days off for students during voting next year. Since the Elmbrook School District already has a half-day on the Monday prior to the election, Pierquet suggested moving this half-day to the following Tuesday (election day).
2. Pierquet also discussed the need for improved communication regarding the Mental Health events that were planning for this week and announced the same day. She requested more advanced notice for this important topic.
3. Dorn informed the PTO that the Health Room is in need of an ice machine, and asked if this could come from the PTO budget. Thomas suggested that the Health Room contact the PTO or Hartman with a request including dimensions and cost. This purchase would fall under School Donations TBD in the budget.
4. Christen Harwood and Holli Lenell have organized Kindergarten playdate (Harwood and Linell) – 3 playdates for incoming KG families, not drop off, so Thursday, July 14 10-11 AM, July 27 4-5 PM, August 11th from 6-7. Suggested a committee to help families with technology.
5. Announcement of Results of Contested Elections – The new 2016-17 PTO Board members are:

President – Kimberli Potteiger

Treasurer – Sarah Rykwald

Secretary – Jessica Gonzalez

Director of Special Events – Amy Glisczinski

- H. Adjournment** (Thomas) – Meeting adjourned at 8:22 PM.