

Shawnee Elementary PTO Board Meeting Minutes

Date: September 24, 2025

Location: Shawnee Elementary

Time: 6:00 PM – 6:51 PM

I. Call to Order

The meeting was called to order at 6:00 PM.

- Welcome and introductions of new board members and parents.
- Many room parents were in attendance.

II. Principal's Report – Mrs. Simon

- Fall benchmark testing took place the second week of school. Reports will be sent home next week.
- Parent-teacher conferences will be scheduled soon.
- The school newsletter is the primary form of communication; parents are encouraged to ensure they are receiving it.
- Current fundraiser: coupons can be redeemed at lunch; fundraiser runs through Monday, September 29.

III. Secretary's Report – Sarah

- Reviewed minutes from May 21, 2025, PTO meeting.
- Motion to approve minutes: **Nicole Williams**.
- Seconded by: **Claire Collier**.
- Minutes approved.

IV. Treasurer's Report – Christel

- Reviewed 2024–2025 End of Year Report.
- Ending balance from last year: **\$37,000**.

- Noted efforts to use rollover funds based on community input, resulting in new budget categories.
- Presented the proposed 2025–2026 PTO budget (income, expenses, and planned initiatives).
- Discussion included:
 - Movie Nights.
 - Chris Cakes “Pancakes & PJs” event (cooking/serving pancakes that kids catch on plates).
 - Ideas for Parent Nights Out (Moms/Dads).
- Motion to approve 2025–2026 budget: **Nicole Williams**.
- Seconded by: **Jessica Cooper**.
- Budget approved.

V. Old Business

- Jimmy Johns Night reward (March is Reading Month) – successful night at the ballpark.
- End of Year Celebration (bounce houses and snow cones) – well received.
- 5th Grade Celebration – Mexican Fiesta, graduation decorations, and gifts were a success.

VI. New Business / Important Dates

- Reviewed 2025–2026 PTO Calendar. Flyers with event descriptions were distributed.
- Communication platforms: new website, Facebook, and Remind.
- Recent successes:
 - Chalk the Walk.
 - First Skate Night.
- Recess bags with sports balls will be distributed to teachers next week.
- National Days: celebrated National Rice Krispie Day on 9/18 with student treats.
- **Upcoming Events:**

- 9/26: Movie Night.
- 9/30: Scoop & Twist Ice Cream Social.
- 10/4: Cutting Edge.
- 10/7: Bagel Day (now with Square payment option).
- 10/8: Walk and Roll to School.
- 10/10: PBIS Star Ticket Store.
- 10/31: Halloween Class Party Treats (PTO will provide treats).
- 11/4: Chuck E. Cheese Fundraiser.

Room Parents

- Forms collected during the meeting.
- Clarified responsibilities for classroom parties and support with Starry Night baskets.

Volunteering

- Michelle is coordinating with Dakota for dinner nights. Confirmed interest in multiple venues: Portillo's, Chick-fil-A, PF Chang's, Texas Roadhouse, and Peanuts. Marcie will coordinate with her to do the same for Shawnee.

Sponsorships/Donations

- Discussion ongoing; updates to be shared via Facebook.

VII. Open Discussion

- Additional event and fundraising ideas were discussed informally.

VIII. Announcements

- Next PTO meeting: **November 5, 2025.**

IX. Adjournment

Meeting adjourned at **6:51 PM.**