



PTO Board of Directors Meeting Agenda
Sept. 8, 2025, 7:00 pm

1. Call to Order at 7:00pm
2. Roll Call
 - a. In attendance: Miki Gale, Barbara Schaefer, Christine Curtis, Arlene Kruser and Jenn Mephram
3. Attendees
 - a. Alex Johson, Ethan Uyeda, Rachelle Peters, Rachel Brouder, Emily Narkviroj, Sara Erdmann, Theresa Meshes, Katrina McLaughlin, Kathy Gira, Lindsay Golich, Andrew Massat
4. Business
 - a. Correspondence (Christine Curtis)
 - i. Thank you card from Laura Zilch of FRGMS read thanking the PTO board for all of their hard work and generosity
 - b. Treasurer Report (Arlene Kruser)
 - i. Current bank balance \$24,822.94. Largest expenses: Yearbook \$1,641.42 and Teacher start up grants \$2,300.
 - c. Administration Reports
 - i. Principal Peters showed appreciation for PTO help with start of school year and PTO presence at open house
5. Action Items
 - a. Members at Large – ARS Teacher Liaisons: Kathy Gira & Lindsay Golich
 - i. Miki made a motion to vote in our teacher liaisons, Barbara seconded. Unanimous vote to approve.
 - b. Change Board Member Title
 - i. Miki made a motion to vote to change Assistant Secretary to Associate Vice President, Barbara seconded, unanimous vote to approve.
 - c. Board of Director Job Descriptions
 - i. Christine made a motion to vote to approve new board job descriptions, Barbara seconded, unanimous vote to approve. Plans to post these to the PTO website.
 - d. Fall Fun Fest: Saturday October 18th 2-5pm
 - i. PTO would like to host a booth at the fall fun fest to sell Affy Tapples/pretzel rods, PTO directories, as well as run a couple of simple games/activities.
6. Event Reports
 - a. School Supply Kits
 - i. Less successful sale this year, potential turnoff was early deadline for ship to school and large increase in price if the deadline was missed. Need to follow up with rep regarding obtaining check for fundraising.
 - b. ARS Yearbook
 - i. Need photos from teachers sooner than waiting until the end of the year. Still mixed feedback about waiting for yearbooks until the start of next school year.

Pros: received a discount from the company for ordering in summer, fun day and graduations are able to be included in the yearbook. Cons: students don't get to sign peers' yearbooks (not all kids order a yearbook, so they end up being left out from this. Some teachers opt to have kids set their yearbooks aside and instead make their own loose autograph page for kids to sign so all students are included).

- c. Back to School Bike Check-up
 - i. First time event, very successful! Mchenry county bicycle advocates were wonderful.
- d. Open House - ARS & MS
 - i. Good turnout, a lot of directories were sold
- e. Popsicles in the Park (PTO Meet & Greet)
 - i. Kids were so excited, thank you Alex Johnson for being an extra set of hands at the start of the event

7. Ongoing Committee Reports

- a. After School Programming (Miki Gale)
 - i. After School Art - host is unable to afford room rental fee, looking to see if PTO can partner to help with cost.
 - ii. Room rental fees have increased, posing new challenge to arrange programming. Barbara is in contact with Dr. Mayer and Beth Voyles to get clear information.
 - iii. Impact Kids starts 9/22, flyer will come out in backpack mail soon
 - iv. If anyone is interested in taking on this committee, reach out to Barbara Schaefer
- b. Box Tops (Barbara Schaefer)
 - i. \$54.20 total earnings as of today. Earnings for July: \$32.40, August: \$21.70.
 - ii. App is very easy to use, you can take a photo of your receipt or connect your online account (i.e. Walmart) and it will pull your points automatically based on your online order.
- c. Directory (Katrina McLaughlin)
 - i. 44 sold as of today (slightly lower than past years), \$425 earned through sale of ads. Can still order a directory online through Friday (see PTO FB page or PTO website). Should be done printing by the end of month and distributed via backpack mail. Will be available for purchase in both school offices throughout the year. A great idea was brought up to sell them at our fall fest booth as well.
- d. Environmental Committee (Barbara Schaefer)
 - i. Please send in your Entenmann's Little Bites muffin wrappers to school in your kids' backpack, we collect them and send them in to a company to earn money back to our PTO. Flyers will go out soon via backpack mail to share this info.
 - ii. Recycle Club (Barbara Schaefer and Amy Bunton) welcomes additional volunteers as the club is growing with about 50 kids already signed up! In the past the club has done a variety of activities and crafts: trash to treasure, posters about recycling, collecting recycling from around the school and more.
 - iii. Looking into forming a Garden Club at both schools to help with winter/spring cleanup, utilize the greenhouse at the MS in some way

- e. Local Merchant (Sara Erdmann)
 - i. No dine & share held in August
 - ii. 9/23 5-8pm Portillos dine & share, 20% sales go back to PTO, must mention PTO when ordering
 - iii. 10/15 4-8pm Chipotle dine & share, 25% sales go back to PTO
 - iv. 11/12 Culver's dine & share (Night of 3rd/4th grade music concert) teachers will be at Culver's to serve!
 - v. Urban Air "spirit night" family night out in the works, discounted admission
- f. Student's Fundraiser (Jenn Mephram)
 - i. Fun Run - planning to do this again, last year it was held in the spring, date TBD
 - ii. Looking for ideas/volunteers, please reach out to Jenn Mephram
- g. MS Book Fair
 - i. No committee, usually held in November
- h. Bi-Monthly Family Activity (Theresa Meshes)
 - i. Board game night - date TBD (Fri. 11/7? 6-9p?). Will need help for setup/cleanup 30 min prior and after, PTO to donate pizza
 - ii. Family skate night is this Sunday @ Xtreme Wheels in Crystal Lake 5:30-7:30pm!
- i. Website Administrator (Barbara Schaefer)
 - i. A new website is being created at the moment

8. Board Comments

- a. Class shirts are going to happen, we are awaiting an order form and then more info will come

9. Open Comments

- a. Theresa Meshes - Chicago Wolves would like to schedule a family night, date in March TBD
- b. Sara Erdmann - Stock the teachers lounges! A sign up genius will go out on 9/29 for volunteers to provide items to stock the lounges at ARS and FRGMS. This will happen once every trimester. The first date to stock the lounges will be on 10/10.
- c. Alex Johnson - working on putting together a krispy kreme fundraising event for PTO. Information handouts will be given out at the drive up pickup line with a QR code to preorder. Order pickup will tentatively be on 10/13 @ ARS from 7-9am (no school that day!). The school board is talking with Culver's about the possibility of a special lunch delivery day at the schools, cost TBD, this could be made into a fundraiser by increasing the cost if wanted.

10. Announcements

- a. Next meeting 10/6

Meeting adjourned @ 8:09pm