

**Attendance:** Kathy Held, Mike Kowalczyk, Sarah Lisowe, Caitie Maurer, Hilary O'Brien, Emily Brossard, Jessica Budek, Kris Neuense, Stephanie Krahn, Laura Devine, Leah Vertz, Sarah Manning, Kelsey Allen, Kim Janssen, Andrea Brehm, Jordan Angst, Sarah Kennedy, Jackie VerBruggen, Bridget Opgenorth, Erik Cordier, Allison Paulsen, Kelly Sturgill, Kendra Neuville, Kelsey Sampo, Alissa Chahdi, Gayla Vokolek



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**Hemlock Creek Elementary PTO Agenda  
Tuesday, November 5th 2024**

- I. Welcome
- II. Secretary's Report - Review and Approve October's minutes  
Motion to approve: Neuens  
Second: Budek
- III. Treasurer's Report - Review and Approve October's report  
Motion to approve: Neuens  
Second: Luce
- IV. New Business
  - A. Guest Speaker - Officer Sarah Manning, School Resource Officer  
Officer Sarah spoke about her background, experience, roles at Hemlock Creek, ALICE training, topics she covers in each grade level, Arlo's (therapy dog) many roles with students
  - B. Read-a-thon (follow up) - Sarah Lisowe & Kathy Held  
It was a very successful fundraiser; we reached our goal of \$50,000 and increased the love of reading minutes. Currently students are having donut, slushie, and popsicle parties for meeting their classroom goals.
  - C. Book Fair (follow up) - Jackie VerBruggen  
-- Sold about \$16,900; Hemlock Creek gets 50% back in Scholastic dollars  
-- Looking for ideas/suggestions of how to use that Scholastic money (along with birthday books)
  - D. Teacher Conference Meal (follow up) - Caitie Maurer & Casey Vandervest  
-- Vintage Rose was amazing & so appreciated. Thank you from all teachers!  
-- Vintage Rose was also a major donor for our school Read-a-thon so we like giving them business
  - E. Apparel Sale - Ashley Cordier  
-- Erik Cordier came to give more information about a school apparel sale; look for a link coming soon.  
-- Will send out with Tuesday notes on 11/12/24  
-- Sale open date: November 12th / Sale close date: November 22nd  
-- Goal is to get orders in the week before Christmas break

V. Principal - Kathy Held

- Half day coming up on Friday, November 8th
- Math Night is November 19th 6-7pm
- Wednesday the 27th is a half day; no school the 28th and 29th (Thanksgiving)

VI. Associate Principal - Mike Kowalczyk

- PBIS monthly focus for November: RESPECT

VII. Open Floor

-- Due to the successful fundraiser, we are asking for an additional \$100 for every HC classroom to use toward field trip bussing

-- Megan Luce requesting \$100 for each 2nd grade classrooms (seven rooms)

- Motion to approve: Brehm
- Second: Krahn

-- Stephanie Krahn / Emily Brossard: Requesting money for up to \$1000 bussing for 3rd/4th graders to go see The Grunch at the Intermediate Wednesday, Dec. 4th

- Motion to Approve: Allen
- Second: Sturgill

-- Laura Devine / Sarah Kennedy: Requesting \$335 toward books to give students at Lit. Night

- Motion to approve: Brehm
- Second: Angst

-- Kelsey Allen / Kim Janssen: Artist & Residency -- looking to bring in an artist to work with all HC students in March; requesting up to \$4, 125

- Motion to approve: Krahn
- Second: Neuens

-- Andrea Brehm: Recap for the Hemlock Creek Fun Run was a great turn out with 467 people; great turn out, WDPHS drumline, \$8,000 in profit. Requesting \$2,796.20 for installation

- Motion to approve: Krahn
- Second: Neuens

-- Jordan Angst / Leah Vertz: requesting seven \$10 gift cards (with the increased need of AAC and staff development)

Approved by PTO board

-- Kathy Held: requesting \$1,617 to reimburse for cake and frosting (Math Cake Challenge / Numbers in November)

- Motion to approve: Devine
- Second: Kennedy

-- Kathy Held / Jen Gossen: requesting up to \$3,665 for reading advocate John Schu to come work with all Hemlock Creek students - Bookelicious Assembly K-2 and Gr 3/4

- Motion to approve: Budek
- Second: Devine
- All in favor

-- Kris Neuens: Requesting \$100 for each kindergarten classroom (8 total) they will be going to Mulva Culture Center in December

Motion to approve: Brehm

Second: VerBruggen

-- Mike Kowalczyk: requesting up to \$14,000 for giant inflatable obstacle course to use for student incentives

- Motion to approve: Brossard
- Second: Luce

Meeting Adjourned

1st - Neuens

2nd - Kowalczyk