



Date:
September 8th 2025



Time:
6:00PM



Location:
Hillcrest Elementary School



Board Attendees/Principal

- Mrs. Wells
- Sybilla Buhr
- Kelly Hayes
- Tiffany Evans
- Maddie Silk
- Molly McGregor



Meeting Minutes

Attendees: Mrs. Wells, Sybilla Buhr, Kelly Hayes, Tiffany Evans, Maddie Silk, Molly McGregor, Sarah Zemple, Alex Zemple, Haley Weaver, Katie Lechterman, Natalie Coffman, Amanda Devroy, Juliana

Topic	Discussion	Follow-up
Call to Order Minutes	Welcome & Introductions Review and Approve Minutes: Minutes found on website , Will add to facebook and PTO newsletter	Will add to facebook and PTO newsletter
Principal's Report	<ul style="list-style-type: none"> Excited to be back and have construction completed Parent Drop Off and Pick up procedures <ul style="list-style-type: none"> See email communications for full details Dismissal occurring from classrooms based on assigned number card Reminder to inform office by 3PM of any early dismissals or changes Kindergarten Assignment <ul style="list-style-type: none"> Continue to assess students to determine classroom placement. Will be adding a fourth teacher, hired by Friday 9/12/25 Teacher assignments will be communicated to families by end of day Friday 9/12/25 Family Newsletters <ul style="list-style-type: none"> Will continue this school with the same format as last year. Upcoming dates <ul style="list-style-type: none"> 9/11/25-Photo day, some classes are in swimming unit, photos will be taken in advance of swimming 9/- 2nd Grade Field Trip (Botanical Garden) 9/- 4th Grade Field Trip (Heritage Hill) 9/26/25-No school-Professional Development 	
President's Report	<ul style="list-style-type: none"> Open House <ul style="list-style-type: none"> Went well, good feedback on graphics created, great engagement with families Enjoyed families taking photos with the balloon art backdrop Back to School Bash <ul style="list-style-type: none"> At least 33 skaters participated, some brought own skates not counted Consideration of adding virtual option for meeting Looking to add insurance to provide coverage for potential fraud PTO events survey sent today <ul style="list-style-type: none"> Looking for feedback on types of family activities families most interested in and the frequency 	-Mrs. Wells will check with other district elementary schools to learn the modality of their PTO meetings.
Vice President's Report	<ul style="list-style-type: none"> Proposal to add annual support to playground equipment needs <ul style="list-style-type: none"> Attendees in agreement to add a line item to annual budget for this 	-Will work to estimate annual needs to determine the amount to budget for this support.

Committees Reports	<ul style="list-style-type: none"> • Bingo Night (<i>PTO Board</i>) Scheduled 10/17/25 <ul style="list-style-type: none"> ◦ Plan on joining us for a fun family game night. PTO will provide light snacks. • Box Tops for Education (<i>Carri Holewinski</i>) <ul style="list-style-type: none"> ◦ Open House created lots of great interest, sent 20 referrals. ◦ 2 bonus completed, Carri will send reminders to the others ◦ If you haven't signed up, every new family who sign up and scans a product=\$10 bonus • Butterbraids (<i>Alex Zemple</i>) 11/3/25-11/17/25 <ul style="list-style-type: none"> ◦ Pick up will be 11/21/25 3:30-4:30 • Cookies & Colors (<i>Kelly Hayes</i>) <ul style="list-style-type: none"> ◦ Finalizing date, looking at treat or treat tote • Holiday Shop (Syb & Katie Lechterman) 12/8 &12/9 <ul style="list-style-type: none"> ◦ Families elect to send money for students to purchase small gifts at school for desired family, friends and pets. ◦ Previously used company to provide gifts, all inexpensive low quality gifts. Will be purchasing gifts for the event directly this year. No IOU's will be given • Ice Skating Night (<i>Committee Open</i>) <ul style="list-style-type: none"> ◦ Looking to offer family ice skating night during winter at Howard Commons ◦ Committee chair open-low commitment. Would need to organize date, be point of contact for communication, be present during event. • Knowledge-A-Thon (<i>Bob Zemple</i>) 10/30/25 <ul style="list-style-type: none"> ◦ Will be reformatting the questions slightly/prep work for teachers ◦ Volunteers will be needed day of for questions • Movie Night (Syb) Planned 9/19/25 <ul style="list-style-type: none"> ◦ Details TBD ◦ Looking to purchase screen that can be used for other PTO sponsored events • Mums (<i>Sarah Zemple</i>) Orders due 9/10/25-9PM <ul style="list-style-type: none"> ◦ Pick up Thursday 9/18/25- 2-4:30, Grass area in front of school • Restaurant Night (<i>Tiffany and Molly</i>) Scotts Subs: 9/10/25 <ul style="list-style-type: none"> ◦ Please consider pre-ordering online if able. • Reading Program (<i>Heather Piwonski-Dickinson</i>) <ul style="list-style-type: none"> ◦ First reading challenge sent home last week, due 9/29-classroom minute battle ◦ Two classes will win ice cream treat, one K-2, one 3-5 • Spirit Wear (<i>Heather Piwonski-Dickinson</i>) <i>Orders close 9/21</i> <ul style="list-style-type: none"> ◦ Clothing store open through team apparel Hillcrest Store ◦ Molly will pick up to distribute any clothing items not shipped • Staff Appreciation(Syb & Kelly) <ul style="list-style-type: none"> ◦ Will continue this school year beginning this month • Staff Celebrations (<i>Tiffany</i>) <ul style="list-style-type: none"> ◦ Will continue this school year-provide card and small snack of favorite things for staff birthdays • Teacher Conference Dinners (Nov. 6th/13th) <ul style="list-style-type: none"> ◦ Will seek donations (financial and tangible items) 	<p>-Please sign up if haven't already: Referral Code: X9HW4TUP =\$10 bouns</p> <p>-Consider ability to support chair for this</p> <p>-Consider volunteering for event on 10/30</p> <p>-Submit any orders</p> <p>-</p>
Treasure Report	<ul style="list-style-type: none"> • Previously shared direct financial reports. Will refrain from doing so moving forward. • Discussion on Venmo/Paypal payment methods <ul style="list-style-type: none"> ◦ Issue with physical phone number needed to be connected to venmo, cannot be connected to any other persons accounts. ◦ Paypal more secure ◦ Discussion that venmo a preferred payment method 	
New Business/ Ideas	<ul style="list-style-type: none"> • RaiseRight will continue this school year supported by Matt Holewinski • Facebook group will be sunset. Hillcrest PTO page will be used moving forward for social media communication. • Spring Running Club: In order to support younger grades as well, will need additional committed volunteers 	