Date: October 16, 2026
Start Time: 6:00 PM

1. Purpose of the PTO

The PTO is an organization that brings parents, guardians, teachers, and the school community together to support students and the school.

The PTO will operate independently, without outside affiliations, and will be guided by its own bylaws. Decisions will be made through member participation and voting.

- No membership fees or dues.
- Members are encouraged to contribute their time, ideas, and skills.
- The PTO will have bylaws outlining its structure, responsibilities, and decision-making process.
- Members should review the bylaws before the next meeting.

2. Mission and Goals

The mission of the PTO is to bring families and the school together to create positive, meaningful, and memorable experiences for students.

Our goals include:

- Building strong relationships between families, teachers, and the school.
- Supporting areas where the school may have gaps in resources or funding.
- Providing additional opportunities, activities, and events for students.
- Helping meet classroom and school needs.
- Creating a positive and supportive school community.

Our focus is on the kids and making a positive impact on their school experience.

3. Volunteering and Membership

The PTO welcomes volunteers who can contribute their time, talents, and ideas.

- Every volunteer contribution is valuable.
- Members can participate based on their availability and skill sets.
- Even a 30-minute commitment can make a difference.
- Volunteer opportunities may include classroom support, school events, fundraising, and planning activities.
- Volunteers will need to complete the required background check.

A link for the Raptor volunteer registration and background check process on school and springfield school district webiste

4. Membership and Voting

- Voting members must have a child attending the school.
- One vote per household.
- Voting will follow the guidelines established in the PTO bylaws.

Items to clarify:

- What constitutes a voting quorum?
- What are the requirements for membership and voting?

5. PTO Officers and Responsibilities

The PTO will have officers and general members who can participate in supporting the organization.

- The board will help oversee PTO activities and finances.
- Board members are expected to oversee at least one event per year.
- Members are encouraged to participate in committees and event planning based on their availability.

6. Fundraising Ideas

Fundraising will help provide additional resources, activities, and experiences for students. Funds raised will go toward supporting school needs and filling gaps where additional resources are needed.

Restaurant Fundraisers:

- Papa's Pizza
- Dave's Hot Chicken
- Domino's
- Other local restaurant partnerships

Other Fundraising Ideas:

- BottleDrop

7. School Events and Activities

Potential events and activities discussed include:

- Read-A-Thon
- Popsicles on the Playground
- Family Game Night
- Teacher Appreciation Week

- Harvest Party/Fall Party

Proposed Event Schedule:

- One fall event
- One spring event

The goal is to plan at least two larger events throughout the school year, with additional activities as volunteers and resources allow.

8. Financial Transparency

The PTO discussed the importance of maintaining transparency regarding fundraising and spending.

- Provide a financial report at each monthly meeting.
- Reports should clearly show money coming in and money going out.
- Share the current account balance.
- Communicate how fundraising proceeds are being used and what school needs they support.

9. School Support and Communication

The PTO will work with the school to identify areas where additional support would be beneficial.

Potential areas of support include:

- Classroom assistance.
- School events and activities during the school day.
- Additional educational resources.
- Helping address resource gaps.
- Supporting opportunities that positively impact students.

Communication may take place through:

- Seesaw
- Peachjar
- Other school communication channels.

The PTO would also like to explore creating a website or online communication platform to keep families informed and involved.

10. Potential Educational Opportunities

The History Museum was discussed as a potential educational opportunity for students.

The PTO may explore fundraising opportunities to help provide funding for students to attend and participate in educational experiences such as this.

Follow-Up Items and Questions for Next Meeting

1. Review and discuss the PTO bylaws.
2. Confirm the current PTO account balance.
3. Establish voting quorum requirements.
4. Discuss the PTO website and communication options.
5. Determine how committees or event teams will be organized.
6. Share the Raptor volunteer registration and background check link.
7. Discuss officer and non-officer roles and responsibilities.
8. Review fundraising opportunities and potential partnerships.
9. Begin planning fall and spring events.
10. Discuss financial reporting and monthly account updates.

Closing Thought:

Everyone has something valuable to contribute. Whether it is time, ideas, skills, or volunteering for 30 minutes, every contribution helps make a difference. Our shared goal is to support the school, build relationships, and create positive and memorable experiences for our kids.

Meeting Adjourned: 7:00 PM