

Zach PTO Meeting Agenda

Wednesday, November 12, 2025

Meeting Called to Order: 12:02PM

Attendees:

Rachel Schmelzle, Angel Herrick, Brooke Walter, Heather DeFazio, Aaron Van Wormer, Marie Austria, Rocio Martinez, Lisa Ordonez, Meisha Pon, Deanna Rinehart, Ali Black, Stephane Tillman, Amber Stire

- 1) Introductions
- 2) Approval of minutes from previous meeting
 - a. Meeting minutes approved.
- 3) Reports
 - a. Principal Report (Angel Herrick)
 - i. Traffic light is done! It has increased safety for those crossing and driving through at busy times. We will still have busy times, please be patient.
 - ii. Autism book study with 18 staff members participating as well as parents. Reading books by experts and learning from them. We are supporting all our kids and want to be transparent with parents about what we're doing.
 - iii. 142 responses from our family survey. Angel shared those answers with us via her screen. Good amount of participation across grade levels. Results will be going out in the family memo.
 - iv. Outdoor Classroom – big success! The outdoor classroom fits great in our environment. We are so proud of our community for getting this together. We have a ribbon cutting tomorrow right after school.
 - v. Fund Run – we raised about \$95,000. Sorting out where all the money will be going to, money is still in process of being put into our account. We have an agency who helps up collect the money and we have not received it yet. \$40,000 goes to PTO for our annual budget. \$30,000 for the outdoor classroom. \$23,000-\$25,000 extra. We will gather input from staff and families to determine how we use the extra money we raised. In January we will have exact numbers and know how to move forward.
 - b. Teacher report (Mrs. Brooke Walter - 4th Grade, Mrs. Heather DeFazio- 1st Grade)
 - i. Teachers are good. Excited about outdoor classroom and fall break.
 - ii. Things are wrapping up with the new writing curriculum. So impressed with students writing!
 - c. Treasurer Report (Rocio Martinez)
 - i. The total funds available will be slightly less due to fees associated with the Fund Run.
 - ii. Rocio shared her screen with us to show the current budget. We have a positive balance of \$100,000. Considering our reserve of \$25,000, we have about \$43,000 of available funds.

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4) Standing Committees

- a. FUNdRUN - Marie and Diana
 - i. Transitioning new members to the committee for next year. Excited that the outdoor classroom is a success.
 - ii. We still need 3-4 people to join the committee.
- b. Back to School Bash – Meisha Pon and Lauren R
 - i. Waiting to get the school calendar finalized for next year so a date can be picked for next year's bash. Then will move forward with reserving vendors.
- c. Scholastic book fair – Rachel Schmelzle and Lisa Ordonez
 - i. This year's fair was a huge success! The after-school hours helped those parents who work and come by to pick up their kids from Alphabest. We will be working with Dawn, Scott and Angel to determine how to spend the money we raised through Scholastic.
- d. Book Bowl – Lisa Ordoñez (Lead), Sarah Goddard and Amanda Griffin (4th), Emily Thurn (3rd)
 - i. Competition week is next week. All our volunteer spots are filled thanks to Sami and Angel sending out a blast to parents.
 - ii. We will be looking for one more person to help with 4th grade next year and two new volunteers for 3rd.
 - iii. Deanna raised the issue that some coaches were hanging out large prizes to their students which caused some students to feel left out. In the future, we will communicate with coaches that there is a box in the Book Bowl room of prizes that may be given to students so it does not feel unfair.
- e. Staff Appreciation – Megan Clay, Kristin Haberman
 - i. No representatives present. No upcoming events that we are aware of.
- f. Yearbook –Ali Black and Alin Arregui
 - i. In the beginning process of collecting pictures.
 - ii. Handouts going home with QR codes to get pictures from every classroom. Links are also in the family memo.
 - iii. Wrap up picture collection at the end of February. Big push after winter break.
 - iv. Book price and pages – added 8 pages. More fun pages. New price, \$20. Covers additions and SmugMug account, nicer paper for handouts.
 - v. Looking into adding scholarships for kids who would like a yearbook but cannot afford it.
 - vi. Books go on sale soon in the family memo.
- g. Library – Ali Black
 - i. Going well and getting organized.
 - ii. Enjoy working with the new teachers and new ideas.
- h. Directory Committee – Elsie Pringle, Sarah Rechner
 - i. No one present. Directories went out and look good.

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5) New Business

- a. Grants/Projects for funding
 - i. 3rd Grade – more resources to support writing revolution instruction, 3 bundles. \$109
 - 1. Approved
 - ii. CMEA – one night to perform with Traut and Kinard. Alyssa will be going down to the conference. Covers subbing for chaperones, conference fee and lodging. \$2710
 - 1. Approved
 - iii. 1st Grade – supplies and resources to support writing revolution. \$129.97
 - 1. Approved
 - iv. Mr. Kenna – Kindness Matter bracelets and pencils. \$500
 - 1. Approved
 - v. Mrs. Schilling – class set of white boards and socks to use as erasers. \$51.38
 - 1. Approved

6) Old Business

- a. Advanced Notice - PTO Opportunities 2026-27 - e-mail zachpto@gmail.com if **interested**
 - i. PTO President and Vice-President
 - ii. FUNdRUN positions (need 4 people)
 - iii. Book Bowl – 3rd and 4th grade

7) Next Meeting - In-person at the Zach Media Center on 1/21/26 at 6 pm

8) Adjourn: 1:15PM