

2025-2026 Olive Elementary PTO Summer Retreat Agenda

In Attendance: Kenlyn Laureys, Sarah Lundell, Ashlyn Irk, Alice Nesvold, Tara Bush, Tori Balanow, Forest-Ann Sherk, Jessica Warner

Via Video: Amber Clark

- 1) Introductions
- 2) Review code of conduct
- 3) PTO meetings for 2025-2026 & Fun Fair
 - a) August 20
 - b) September 17
 - c) October 8
 - d) November 12
 - e) December 10
 - f) January 21
 - g) February 18
 - h) February 20 - Fun Fair
 - i) March 18
 - j) April 15
 - k) May 13
- 4) Establish whether we will have childcare for meetings
 - a) Mrs Bush to distribute sign-up, if IA signs up PTO will provide \$20 gift card
- 5) Communication
 - a) Zoom meeting option? Do we subscribe again for this year?; no we will try other free options
 - b) Website
 - i) Link to google form to put in email address; Sarah to work with IT
 - c) Meeting reminders to be posted to Facebook at least 1 week prior
 - d) Email with agenda sent out 1 week prior
 - i) GroupMe (calendar, reminders, etc)
- 6) Review frequency of previously completed monthly activities
 - a) Luncheons
 - i) Voted to continue quarterly, funded by the PTO
- 7) Givebacks/Fundraising
 - i) Kona Ice and Toms Coffee Truck
 - (1) August 6 4:30-6:30 cst
 - (2) May 22 1:00-4:00 cst
 - ii) Book Fair 9/8-9/12
 - iii) Takeout Tuesday
 - (1) Local restaurants or food trucks go to designated area

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- (a) Downs Family food truck (more options?)
- iv) Penny War to name our Tiger Mascot
 - (1) Water jugs to vote for favorite name
- v) Walk A Thon (Fall)
- vi) School Dance
- vii) Adult only event (Winter/Spring)
- viii) School Supply Sales (profit \$240.30)
 - (1) 48 kits sold
 - (2) Missing Sales from Jen Sass
- ix) Spirit Wear Sales (last year profit \$470.93)**
 - (1) Non-clothing items
 - (2) Ask for spirit wear designs via email
 - (3) Prior to school starting-items for walk through?
 - (4) Prior to Xmas?
 - (5) Spring—items for kindergarten open house?
- 8) Activities by Month
 - a) August
 - i) Classroom walk through night before 1st day of school
 - (1) set up table to advertise PTO, spirit wear
 - ii) 20th-PTO meeting
 - iii) School wide fun: Chalk the Walk and/or Splash Pad?
 - iv) Update teachers favorite list
 - v) Gift for new teachers
 - (1) No new Teachers this year
 - vi) Spirit Wear Sales (different sizes on display)
 - b) September
 - i) 9/9-9/13 - Book fair
 - ii) 9/9-9/10 - Grandparents' day
 - (1) Volunteers
 - (2) Photo Backdrop
 - iii) 17th-PTO meeting
 - iv) School wide fun: Anti-Bully Assembly
 - c) October
 - i) Walk-A-Thon?
 - ii) 8th-PTO meeting
 - iii) Fall Dance?
 - (1) No dance this year
 - iv) School wide fun: Color Run/Walk
 - v) Make first post regarding fun fair---save the date
 - vi) Start discussion on 5th grade graduation items (T-Shirt/Water Bottle)
 - vii) Formalize Fun Fair Committee (initial raffle item request items need 12 weeks)

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- d) November
 - i) 12th-PTO meeting
 - ii) School wide fun: Star or Stem Lab
 - iii) Discuss Staff Christmas Gifts
 - iv) Determine teacher appreciation week theme
- e) December
 - i) 10th-PTO meeting
 - ii) Review scholarship application prepare to post in January
 - iii) School wide fun: Ornament making?
- f) January
 - i) Post scholarship application
 - (1) promote on Facebook
 - ii) 21st- PTO meeting
 - iii) Start discussion on kindergarten open house
 - iv) School wide fun: Penny War to name Mascot
 - (1) Come up with a couple names for the kids to vote on by filling up water jug with coins
- g) February
 - i) 18th- PTO meeting
 - ii) 20th-Fun Fair
 - iii) School wide fun: Cereal Dominos
 - iv) Promote Scholarship
- h) March
 - i) 18th-PTO meeting
 - ii) 19th-Kindergarten Walk Thru
 - iii) School wide fun: Egg Hunt (Easter Sunday, April 5th)
 - iv) Discuss field day shirts
 - v) Promote Scholarship
 - vi) Finalize school supply list for next year
- i) April
 - i) 15th-PTO meeting
 - ii) School wide fun: None
 - iii) Promote scholarship
- j) May
 - i) 5/1-Scholarship deadline
 - ii) 5/4-5/8-Staff Appreciation Week
 - iii) 13th-PTO meeting
 - iv) School wide fun: Field Day
- 9) Needs of the School
 - a) Recess cart
 - i) Update each semester

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- b) Field day shirts
- 10) Determine date of board meeting to establish next year's budget