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## Hickory Grove Elementary School Parent Teacher Organization

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September 9, 2025

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### Attendees:

Jeremy Etnyre, Gretchen Primeau, Elizabeth Fung, Suzie Jeziorczak, Cassie Wells, Rhiannon Rotondo, Courtney Pierce, Katlin Reardon, Annie Cohen, Nicole Scott, Grant Day, Roxanne Olmsted, Courtney Young, Mary Robben, Megan Krisher, Emily Taylor, Megan Ruper, Leah Santee, Jamie Sanden, Sparkle Nicks

### Not In Attendance:

Fangping Yang, Karla Anderson-Sarquis, Judy Oler, Christy Daily, Tiffany Ecceles

### **Meeting Minutes:**

- I. **CALL TO ORDER**
  - a. Meeting called to order at 6:33 PM
  - b. 15 board members present - quorum is met.
- II. **Welcome and President's Report - Gretchen Primeau**
  - a. Thank everyone for joining for the first meeting of the school year
  - b. Enter your name into the basket for door prize today
  - c. This is last year for Gretchen as president
  - d. Outdoor Learning Center project started 11 years ago is about done and time to start thinking about maintenance, next project, and new events
  - e. PTO closet - Gretchen and Elizabeth have been organizing the closet at school. Please label things when using the closet. We do have limited space.
- III. **Principal's Report - Jeremy Etnyre**
  - a. Progress reports will be issued Friday, Sept 12 to all students with focus on SEL standards
  - b. Dunlap High School Spirit week next week with themes - Monday: Space blackout, Tuesday: Star day, Wednesday: Neon day, Thursday: HGES day, Friday: PJs in the galaxy day and movie day with donation menu for all staff including paraprofessionals
  - c. 4th Grade Blood Drive is Friday, Oct 10 12-6 pm - Flyers are being sent home. 4th grade wit and wisdom theme is figural and literal heart
- IV. **Teacher's Report:** Maisoun Mohamed, Sara Solorio, Kerri Uhl
  - a. Thank you for the coffee truck appreciation event which served 70 people
  - b. Movie day next Friday, Sept 19 - Staff donations can be venmo to Sara Solorio. Good support so far. Donations will be collected once and used for the rest of the year on the national appreciation day such as upcoming custodian day

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### Officer's Reports:

#### V. Treasurer's Report – Elizabeth Fung

- a. Elizabeth is new the position this year
- b. Proposed 2025-2026 budget - Changes are shown in pink.
- c. Added line for Outdoor Learning Center maintenance
- d. Added line for service dog Gabby to cover \$500 vet expenses
- e. Increased fifth grade field trip
- f. Increased social events to include 5th grade end of the year ice cream social
- g. Increased staff appreciation to accommodate more teachers and communal meals to include all staff
- h. Outdoor learning center expenses for bricks. Mr Etnyre has funds for sidewalk and earthmoving and landscaping so we likely won't need to use the whole budget
- i. Committee chairs are in charge of managing the budget and do not exceed
- j. Budget is attached

#### VI. Secretary's Report – Suzie Jeziorczak

- a. Suzie is new the position this year
- b. Met quorum
- c. Courtney Young made a motion to approve May minutes, Rhiannon Rotondo seconded that motion. Minutes were approved by everyone.
- d. Katlin Reardon made a motion to approve the budget. Elizabeth Fung seconded that motion. Budget was approved by everyone,

#### VII. Vice-President of Communication – Courtney Pierce

- a. Courtney appreciates everyone for being in attendance
- b. Reminder to complete the HGES communication form on the [HGESPTO.com](https://www.hgespto.com) website for all communications requested to be sent via email, website or facebook post
- c. New initiative to post weekly alert on facebook page about what we are doing and how we are spending budget to raise awareness

#### VIII. Vice-President of Fundraising – Rhiannon Rotondo

- a. Fundraising survey was sent to parents. Attached below
- b. Top 3 likes: Trunk or treat, donuts with dads, goodies with gals
- c. Top 3 dislikes: Direction donation, online auction, sweetheart dance
- d. Other write in responses: Fall carnival, family game night, trivia night, parents night out, family or student talent show, movie night, paint night, craft night
- e. Direction donation in the fall funds all operating costs for events.
  - i. Consider renaming something else than direct donation.

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- ii. Direction donation is needed to replenish the budget even though outdoor learning center is almost done.
    - iii. Rhiannon is researching personal fundraising pages and electronic software platform such as Give Better
  - f. Spring event has raised funds for the outdoor learning center. We still need to plan an event in the spring. Likely other than the fun run.
  - g. Sponsorships needed for upcoming events
- IX. Vice-President of Membership – Cassie Wells
  - a. Cassie is new to the position
  - b. Acts as a liaison where we need more help, fills slate each year, collects names for door prizes and PTO interest sign ups
- X. **Committee Reports**
  - a. Restaurant Night - Grant Day in new to the position this year
    - i. First night at Panera raised \$533 from 15% of sales
    - ii. Second night is Oct 9 at Weavers all day with 20% of sales. Need to add to calendar
    - iii. November might be Avantis
    - iv. Email suggestions for restaurants to Grant
  - b. Room Parents - Karla Anderson-Sarquis was absent but provided report
    - i. Room parents all set up
    - ii. Any questions email to her
  - c. Outdoor Learning Center PM - Emily Taylor
    - i. We sold 112 bricks for total of \$2,347 income
    - ii. Bricks will be sold annually
    - iii. Shipping costs are expensive and Emily will deliver
    - iv. Mr Entenye noted this fundraising will help with yearly expenses and provides ownership for families
    - v. The bricks are here and will be installed once sidewalks and landscaping done in the fall. Thanks to Grant Day for helping with permitting delays.
    - vi. We will plan to have a celebration of the outdoor learning center with the new stage. Possible musical talent TBD.
    - vii. Any volunteers, please reach out to Emily
  - d. Events - Judy Oler
    - i. Judy was absent but provided report
    - ii. Morning donut/muffin events for first and third grade this year

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- iii. Discussion to possibly change sweetheart dance this year
- e. Teacher Appreciation– Roxanne Olmstead & Courtney Young
  - i. Coffee truck appreciation event went well
  - ii. SIP Day Sept 19 - Potbelly provided 10% discount meals for staff. Sign ups coming out for other food items for staff
  - iii. Other events include meals for teachers during parent teacher conferences, May teacher appreciation week, 12 days of Christmas,
  - iv. This is the last year for both Rozanne and Courtney. Contact them to shadow position this year.
- f. Yearbook - Nicole Scott
  - i. Nicole showed to examples of yearbooks
  - ii. Considering upgrade to 100 more pages and .20 more cost
  - iii. Raising price of yearbook to \$20
  - iv. We will need help gathering pictures especially from classroom parties
- g. Book Fair - Katlin Reardon
  - i. Katlin is new to the position this year
  - ii. 2 papers sent home to parents today regarding setting up ewallet
  - iii. Book fair will be during school hours and after school as well
  - iv. Mr Entryne will send email and there will be facebook posts
  - v. Volunteers needed to help
- h. Spiritwear/ “Merch” - Annie Cohen
  - i. Class shirts order going well. The store is reopened until Friday Sept 12.
  - ii. Spiritwear clothing is softer material and new options are available
  - iii. Will have a store open before winter holiday
- i. Culture Fair - Megan Krisher
  - i. Looking for a co-chair
  - ii. Last year was during Ramadon. Looking at dates in April. 15 countries were represented. Booths to sample foods
- j. Fundraising Programs – Tiffany Eccles - not in attendance
  - i. This program includes Raise Right, box tops, Kroger
  - ii. Tiffany will send out forms for the new year to set up online
- k. Accelerated Reader – Christy Daily
  - i. Not in attendance

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- l. Copy Coordinator – Mary Robben
    - i. Mary has been completing some copying and laminating this year as well as volunteering in the library
    - ii. May need some help
  
- XI. **Open Discussion - Old Business, New Business**
  - a. Drawing for door prize basket winner is Katlin Reardon
- XII. **Adjournment**
  - a. Meeting adjourned at 7:37 pm.

## **Supplemental Material & Written Reports**

### **Written Reports**

None.

### **Supplemental Material:**

Proposed 2025-2026 budget

4th grade blood drive

PTO parent survey


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HGES PTO 2025-26 Proposed Budget			
INCOME Category	Gross	Expenses	Net
Donation Drive	\$20,000	-\$500	\$19,500
Shopping Rewards (Kroger, Raise Right)	\$1,000	\$0	\$1,000
Restaurant Nights	\$2,500	\$0	\$2,500
Spirit Wear	\$6,000	-\$5,000	\$1,000
Spring Fundraiser	\$12,000	-\$1,000	\$11,000
Business Sponsor	\$5,000	\$0	\$5,000
School Supplies	\$5,750	-\$4,250	\$1,500
Yearbook	\$8,700	-\$7,200	\$1,500
<b>Total Budget Income:</b>	<b>\$60,950</b>	<b>-\$17,950</b>	<b>\$43,000</b>
EXPENSE Category	Gross	Expenses	Net
5th Grade Field Trip*	\$0	-\$3,000	-\$3,000
Accelerated Reader	\$0	-\$1,400	-\$1,400
HGES Gives Back	\$0	-\$300	-\$300
Annual Operating Fees/Misc Expenses*	\$0	-\$2,350	-\$2,350
Book Fair Expenses	\$0	-\$400	-\$400
Culture Fair	\$0	-\$500	-\$500
Field Day	\$0	-\$250	-\$250
Outdoor Learning Center Maintenance*	\$0	-\$1,000	-\$1,000
School Library Purchases	\$0	-\$1,000	-\$1,000
Social Events*	\$0	-\$4,500	-\$4,500
Staff Appreciation*	\$0	-\$5,000	-\$5,000
Teacher Fund*	\$0	-\$10,000	-\$10,000
Therapy Dog*	\$0	-\$500	-\$500
<b>Total Budget Expenses:</b>	<b>\$0</b>	<b>-\$30,200</b>	<b>-\$30,200</b>
<b>Total Net Budget (excluding school purchases)</b>	<b>\$60,950</b>	<b>-\$48,150</b>	<b>\$12,800</b>
<b>School Purchase Expenses:</b>			
Outdoor Learning Center**	\$0	-\$50,000	-\$50,000
<b>Total NET Budget (Income less expense)</b>	<b>\$60,950</b>	<b>-\$98,150</b>	<b>-\$37,200</b>
Starting Bank Account Balance	\$91,927	\$0	\$91,927
<b>Projected June 2026 Balance if on Budget</b>			<b>\$54,727</b>


\*\*Outdoor Learning Center - this covers completed amphitheater, benches, cement for bricks

*Changes from 2024-2025 Budgets			
New Categories	Budget	Change	
Annual Operating Fees/Misc Expenses	-\$2,350	\$0	Combined Annual Operation Fees and HGES Misc Expenses/Supplies; same total
Outdoor Learning Center Maintenance	-\$1,000	-\$1,000	New Category
Therapy Dog	-\$500	-\$500	New Category
Increased Budget	Budget	Change	
5th Grade Field Trip	-\$3,000	-\$500	Aligned with last year's actual of \$2975
Social Events	-\$4,500	-\$1,000	Covers ice cream for 5th graders
Staff Appreciation	-\$5,000	-\$1,000	Includes staff for teacher appreciation meals
Teacher Fund	-\$10,000	-\$500	Covers increased staff
<b>Total Budget Expense Changes:</b>	<b>-\$4,500</b>		



**American  
Red Cross**

**Use the QR code to sign-up to  
donate blood or Power Red!**




**What Is a Power Red Donation?**

Power Red is similar to a whole blood donation, except a special machine is used to allow you to safely donate two units of red blood cells during one donation while returning your plasma and platelets to you.

**Maximize your impact and schedule a Power Red donation today!**

Using a computer? Use this link:  
<https://www.redcrossblood.org/give.html/donation-time>





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The fourth-grade students are learning about what it means to have a great heart literally and figuratively.

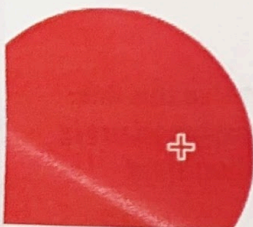
We invite you to share your figurative great heart with us by giving back to others in need.

Can we count on you to demonstrate your great heart?

**YOU ARE  
CORDIALLY  
INVITED!**

**4th-Grade Blood Drive**


**Friday, October 10, 2025  
12 – 6 pm  
HGES Gym**






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## GIVE US THE SCOOP!



### HGES PTO PARENT SURVEY

WE'RE SCOOPING UP YOUR THOUGHTS OF LAST SCHOOL YEAR AND INPUT FOR THIS YEAR!  
YOUR INPUT HELPS US MAKE THE PTO EXTRA SWEET FOR EVERYONE! PLEASE CHECK ALL THAT APPLY.

PARENT NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
STUDENT NAME: \_\_\_\_\_ GRADE/CLASS: \_\_\_\_\_

WHICH PTO EVENTS/PROGRAMS  
DID YOU ENJOY THE MOST LAST YEAR  
THAT YOU WOULD LIKE TO HAVE RETURN?

- ☐ DIRECT DONATION
- ☐ TRUNK OR TREAT
- ☐ DONUTS WITH DUDES
- ☐ GOODIES WITH GALS
- ☐ SWEETHEART DANCE
- ☐ FUN RUN
- ☐ HGES ONLINE AUCTION
- ☐ CULTURE FAIR

WHICH PTO EVENTS OR PROGRAMS  
DID YOU FIND NOT AS ENJOYABLE,  
HELPFUL OR TOO REPETITIVE?

- ☐ DIRECT DONATION
- ☐ TRUNK OR TREAT
- ☐ DONUTS WITH DUDES
- ☐ GOODIES WITH GALS
- ☐ SWEETHEART DANCE
- ☐ FUN RUN
- ☐ HGES ONLINE AUCTION
- ☐ CULTURE FAIR

WHAT EVENTS OR ACTIVITIES WOULD YOU LIKE  
TO SEE ADDED TO MAKE THIS YEAR EVEN BETTER?

- ☐ FAMILY GAME, TRIVIA OR BINGO NIGHT
- ☐ PERSONALIZED STUDENT DIRECT FUNDRAISING  
PAGES VIA ONLINE APP OR SITE
- ☐ TANNERS DONUT SALES FUNDRAISER
- ☐ RAFFLE TO WIN A RIDE TO SCHOOL IN A FIRST  
RESPONDER VEHICLE
- ☐ PURCHASE A PERSONALIZED BRICK IN THE  
OUTDOOR LEARNING CENTER PATH FUNDRAISER
- ☐ A GALA/DINNER/LIVE AUCTION NIGHT
- ☐ FALL FESTIVAL/CARNIVAL
- ☐ STUDENT/FAMILY TALENT SHOW
- ☐ PARENTS NIGHT OUT
- ☐ OTHER IDEAS \_\_\_\_\_

WOULD YOU BE INTERESTED IN AND MORE WILLING  
TO HELP VOLUNTEER FOR OR PARTICIPATE IN NEW  
EVENTS AND PROGRAMS THIS YEAR ?

- ☐ YES! PLEASE CONTACT ME!
- ☐ MAYBE, TELL ME MORE.
- ☐ NOT AT THIS TIME.

HOW CAN THE PTO IMPROVE COMMUNICATION  
WITH FAMILIES TO GARNER BETTER RESPONSE?

- ☐ MORE EMAILS
- ☐ MORE SOCIAL MEDIA ENGAGEMENT
- ☐ MORE FLYERS SENT HOME
- ☐ OTHER \_\_\_\_\_

IF YOUR FAMILY DID NOT PARTICIPATE LAST YEAR,  
WHAT WERE THE MAIN REASONS?

- ☐ TOO BUSY / SCHEDULING CONFLICTS
- ☐ WAS NOT AWARE OF EVENTS
- ☐ EVENTS WERE NOT A GOOD FIT FOR US
- OTHER: \_\_\_\_\_

**THANK YOU! PLEASE, SEND BACK TO SCHOOL WITH YOUR STUDENT.**