

GCE PTC Meeting
Thursday, October 5, 2017 at 6:00 PM

Members present: Betsy Haltinner, Tryn Gross, Lisa Berends, Danielle Unruh, Katie Stahl, Sally Standaert, Beth Davis

1. Welcome - Betsy Haltinner

Introductions of Chair People and Committees - Betsy introduced the organizational structure of the PTC. Committees were defined and project leads were introduced.

Fundraising Committee - Project Leads summarized their projects.

1. Holiday Family Fun Night - Beth Davis/Sally Standaert

Beth and Sally are planning on meeting very soon to begin preparing for this year's Holiday Family Fun Night. This event will be held in the library lobby area again. Looking at a single price point again for the store. Volunteers will be needed. More information to come during our next PTC meeting.

2. Pancake Breakfast Basket Raffle - Vanessa Swanepoel/Tryn Gross

Tryn will book the Community Center for March the weekend before spring P/T Conferences. Tryn and Vanessa are working on putting together basket ideas. Looking to contact area attractions for donations.

3. Book Fairs - Mary Blaser/Betsy Haltinner

The fall Book Fair will be held in room 218. Looking for volunteers.

Community Outreach Committee - Lisa Berends - See #2

Student/Teacher Relations Committee- Shanna Hoffman - No report

Scholarships and Grants Committee - Danielle Unruh - See #3

Communications and Promotions - Tryn Gross - No report

2. Slide Purchase/Grant - Anne Marie Foundation

Thank you to Lisa Berends who submitted a grant to assist with helping us secure the playground equipment that we were hoping to purchase with the slide.

3. Process for mini/project grants for staff and students

Danielle Unruh has put together an application and procedures to assist with staff and student funding requests. Documents and procedures will be included in the appendix of these minutes.

4. STEM resources - \$2,500

A team of teachers is working on researching potential STEM resources. Betsy asked if the PTC would allow the group to make a recommendation of resources that would meet the STEM needs for our programming.

5. PTO Concessions for Title I Events - The PTC is willing to host concessions for all Title I parent involvement activities. If another group would like to work together the PTC is willing to split the profits.

6. Other Business:

A. Volunteers Needed:

a. Vision Screening Nov. 2nd - Tryn Gross and Katie Stahl volunteered

b. Flu shot Clinic Nov. 7 - Katie Stahl volunteered

c. Book Fair - Several members volunteered to help with the Book Fair

B. Book Fairs - Betsy asked if we could use the remaining clothing items left over to create prize packages for students that attend conferences. Teachers will give students a ticket to enter the drawing. This drawing is designed to increase visits to the Book Fair.

C. PTC would like to sponsor another Boxtop and Milk Moola drive to start Nov. 1 through Jan. 1.

D. Ideas were shared to improve the Orientation Day. Information should be provided to new families. It would be great to have a bus parked in front of school for students to see that have not ridden on a bus. Would it be beneficial to have an event for 4K families that is not at the same time as grades K - 5. More signs and directions are needed to direct families.

E. Ideas to increase membership were discussed. Ideas included; PTC members being present at the 4K potluck, Stories and testimonials of current members shared via social media, Lists of what funds support are posted at all events, and parents are invited to bring children with them to meetings.

F. Meetings were discussed. The group would like to have monthly meetings at 6:00 PM. **The next meeting will be on Nov. 14 at 6:00 PM.**

Minutes submitted by Betsy Haltinner, Principal

Appendix:

1. Funds Request Procedures
2. Funds Request Application

Funds Request Procedures (Draft)

- 1) Copies of the PTC Donation Request will be left in the GCE Office (when we have more money in our account we can e-mail this out to teachers at the beginning of the school year or every quarter). *It would also be good to have these online somewhere for easy access – maybe on the elementary website we could add a PTC section
- 2) If anyone asks a member of PTC for a request form. Either ask them to go to the office, or give them the electronic copy.
- 3) Once the request form is filled out, it needs to be handed into the office.
- 4) Betsy will collect these and notify Danielle of the request.
- 5) The GCE office will provide info on where the PTC account balance currently is
- 6) Danielle will work with Betsy to setup a meeting within 30 days of the request to decide if we will support the funding.
- 7) An e-mail will be sent to the entire PTC with a copy of the PTC request and a meeting time. To cut down on back and forth, we will vote on the matter in a meeting. If this is close to an already scheduled PTC meeting, we will add it to the agenda. Otherwise a short meeting on just this will be held.
- 8) Danielle will send a response to the person that sent in the request and update the PTC on the decision.
- 9) If we decide to hand out funds, Betsy will get these distributed to the appropriate place.



Glenwood City Elementary Parent Teacher Connection

850 Maple Street

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Bringing parents, teachers, and community together

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The Glenwood City Parent Teacher Connection (PTC) is committed to bringing parents, teachers, and community together to create a happy and healthy learning environment for our children.

The committee's goals are:

1. Provide financial support and other resources to GCE's students
2. Improve communication between parents, community, and staff
3. Develop an inclusive network of support
4. Enhance learning and fitness opportunities for the students of the Glenwood City School District
5. Provide a safe environment for all who enter our doors.

If you have a request for funding, that matches the PTC goals, please fill out this request form and turn it into the GCE Office. Principal Haltinner will present these requests to the PTC. Donations Request will be handled on a case by case basis and will depend on current funds. All requests must fill out a form and formally request the donation. Please allow up to 30 days for the PTC to review your request.

Today's Date: _____

Contact Person: _____

Phone Number: _____

E-mail: _____

Group or Event Name: _____

Group or Event Description: _____

Date Funding is Needed: _____

Donation Request (What are you asking for): _____

Number of Students that will Benefit: _____

Grade Level: _____

If you have any questions, feel free to contact:

Danielle.Unruh@thirdwavesys.com