

May 13, 2025 – Viking Elementary PTO Meeting Minutes

1. Call to order, welcome, and introductions
2. Secretary – Minutes from April PTO Meeting
 - a. **Megan - approved; Tiffany - second**
3. Treasurer – Report on Income & Expenditures
 - a. **Spent a bit over \$9,000, but raised over \$27,000**
 - b. **Additional funds will be coming in through corporate matching**
4. Principal's Report
 - a. **Seniors coming in on Friday**
 - b. **Rock 'N Roll Recess on Friday**
 - c. **Big thank you for Teacher Appreciation**
 - d. **Olympic Day - help volunteer if possible**
 - e. **Construction going on with new kitchen area**
5. Old Business (Updates)
 - a. Fun Run retrospective
 - i. **Impressed with what Booster did that day**
 - ii. **Prize estimates - increase the original numbers**
 - iii. **Teachers really appreciated**
 - iv. **Soft start date vs. when the run kick off happened**
 - v. **Communicating the check and cash payments are okay**
 - vi. **Prize Tracker - reduce the amount of challenges (whole school incentive) - do not do classroom trackers with prizes**
 - vii. **Next year's date**
 1. **October 30th - date approved**
 2. **Instead of spirit wear sales, have PTO purchase shirts**
 - b. May music concerts follow up
 - i. **Outside was a really positive thing - recommend going outside when possible**

1. November, February and April (2 each month)

c. Fifth grade bash review

i. It was very congested with the construction

ii. Over abundance of volunteers

iii. No major injuries; only a couple of bathroom tears

iv. There are five committee members that will continue on next year

d. Teacher appreciation updates

6. New Business

a. Fifth grade breakfast - request for \$120

i. Approved - to cover donuts

ii. PTO never gave money for last year

iii. Requested it being recurring - Megan will add to the projected budget

b. Viking Open House and PTO involvement (9/11) - 4-6pm

i. Food Trucks for the event - Nicole will make contact

ii. Two Scoops and Bar

iii. PTO table outside

c. Board members 2024-2025 school year Candidates/Elections:

i. President - Katie Rutenbar

ii. Vice-President - Jess McIlvaine

iii. Volunteer Coordinator - Nicole Lorentz

iv. Treasurer - Rachel Johnson

v. Secretary - Christine

vi. Committee Leads - TBD in fall 2025 - Will discuss as a new board

d. 2025-2026, School year items for summer board meeting/prep

i. Transfer of duties to new board members

1. Board members will work with incoming board to transfer responsibilities

2. Rachel and Katie will coordinate with the bank to get things transferred

- ii. Confirm meeting dates; Spiritwear; Appreciation; Conference Meals; Family Fun Night; Chuck E Cheese; Bingo, Books & Bites; Fun Run; or any other fundraisers
- iii. Budget review
- iv. Requires approval - pool rental for Viking Summer Gathering (tentative for Sunday, August 3) - \$250

1. Approved

- v. End of year PTO social - Tuesday, May 27 - Features in Holmen at 4:30 - ?

7. Open Discussion/New Items

- a. Megan would like to be involved in the teacher supply budgeting for next year**
- b. Purchase duct tape for taping Nina - Olympic Day - May 22nd**
- c. Muffins with moms and donuts with dads - Lunch with Loved Ones**

8. Adjournment – next PTO meeting September 2025!

In attendance: Nina S., Nicole B., Kali M., Liz B., Tiffany, Megan, Jess M., Katie R., Christine F.