

Echo Hill PTO Meeting Minutes April 21, 2025



Annual Meeting | Call to Order Time: 6:32 pm

Quorum: Wittkop Stouffer Mulholland Becker

1. Welcome & Introductions

2. General Business

- a) **Board Elections:** Noelle presented the slate of leadership positions for Echo Hill PTO for the upcoming 2025-26 school year, including Noelle returning as president; Heather Lough and Jessica Becker returning as co-Vice Presidents; Amy Stouffer returning as secretary; and Molly Mulholland returning as treasurer. Noelle motioned to vote for these leadership positions; Molly seconded the motion. All in attendance voted in favor and the motion passed. Thank you to these ladies for their ongoing leadership of the PTO.
 - b) **Annual Budget Report:** Molly presented a detailed financial breakdown, including proposed budgetary projections for the 2025-26 school year. Please see attached report for her budget. Molly also added that there are still some teachers who have not turned in receipts for their \$100 stipend; she wanted teachers to know that screen shots and photos of receipts count for turning in documentation; she wants to make the process as easy as possible for teachers to get their \$100 stipends. She also added that teachers don't need to worry about hitting the \$100 mark exactly; even if their purchases are in excess of \$100, they will still receive the \$100 payment from the PTO.
 - c) **Vote: 4th Grade Funds Request:** Mr. Kreher explained that he and the other 4th grade teachers have been finding fun and unique ways to bring the Wit & Wisdom curriculum to life in the classroom. Their upcoming module is about the American Revolution, and the teachers would like to have a "1776 Party," complete with costumes for teachers (red coat, George Washington, King George). Mr. Kreher is requesting funds in the amount of \$247.28 to fund these costumes, which can be reused from year to year. Other costumes for the 4th grade teachers have been previously funded, and these will add more fun and learning to the curriculum. Noelle motioned for the vote on funds; Jess seconded the motion. All in attendance voted in favor of this expenditure. The motion passed.
- 3. Principal's Report:** Mr. McDonald reported that ISASP testing begins tomorrow, reminding parents to make sure their students get enough sleep and eat a good breakfast. He also noted that FAST testing is coming up the 2nd week of May. The end of the school year is always full of fun and

celebrations, too, Mr. McDonald mentioned that Enrichment Day, previously spearheaded by Mrs. Bundy, is coming up on Tuesday, June 3, with parent presenters already signing up to lead sessions for students. He is able to offer approximately \$20 per presenter in material fees for those who have them, so that parents don't have to go out of pocket to participate in this fun day for students. On the topic of teacher stipends, Mr. McDonald also is interested in making the teacher stipend process as easy as possible. The group discussed ideas for doing that, including making changes / additions to slides for staff meetings, having a PTO representative on-site for immediate payouts, collecting documentation from hallway folders, and more. Mr. McDonald also reminded the group that he plans to coordinate a kindergarten playground kid/parent event as we get closer to the beginning of the next school year. The PTO is encouraged to have a presence at this event (date TBD) to help recruit and inform new parents about the group and the work it does, including how these parents could be involved. Lastly, Mr. McDonald noted that the 100 Hour Volunteer Appreciation Event is coming up on May 21. Angela Burke and team are coordinating it again this year; watch for additional info coming soon.

4. Teacher Appreciation Week: Staci Sperflage shared that she's nearly finalized the theming for Teacher Appreciation Week, May 5-9, 2025. Watch for updates about it coming soon on Facebook. The group discussed ideas for food donations (pizza, donuts, beverages, fruit) and discussed having helpers assist with parts of the week as needed. The group also agreed that Staci would need additional funding to cover rising food costs. Noelle motioned for a vote to transfer \$400 from the general budget into the hospitality budget to cover these costs; Molly seconded the motion. The motion passed with all in attendance voting in favor of this budget reallocation. Reminder that we are looking for a new Hospitality Coordinator to volunteer for the 2025-26 school year; please reach out to the PTO if you're interested in serving in this capacity.

5. Breakfast with Buddies: Amy Stouffer reported that Breakfast with Buddies was a great success, with no hiccups or snags. Both days were maxxed out at 200 attendees and filled up quickly; Thursday's attendance was a little light despite a full RSVP list. Excess donuts were placed in the teachers lounge. Event expenses exceeded the allocated budget by \$6. The photo prop was very popular; it may need a slight repair before next year.

6. Travelin' Tom's Coffee: Noelle reported that Traveling Tom's is coming to Echo Hill on May 21, and they've agreed to modify their order form for us, which is very much appreciated. Parents may contribute funds via GiveButter to help cover the cost of beverages for teachers; they are also encouraged to write a nice compliment / shout out to their teachers, which will circulate soon.

7. STEAM Night: Noelle also reported that STEAM Night is this Friday, April 25, with over 230 students participating. She gave kudos to the STEAM Team who have worked hard to make this event a success with thorough planning and enthusiasm for kids and learning!

8. Inflatable Day: coming up on Friday, May 30, during specials time. The inflatables have been rented for the event; one inflatable suffered some damage and is being replaced for something similar. Molly is working with the rental company for payment. Volunteer signup will be coming soon! This event is

coordinated this year by Heather Lough and Sally Wiley.

7. 4th Grade Yard Signs: the order forms will launch soon. They will again be ordered from Rapids Repro in Cedar Rapids; self-pay and self-pickup, 100% optional – not a fundraiser for school.

8. Your Pie Night: the pizza shop told Noelle today that they mailed the check; amount is unknown for now.

9. Kernels Night at the Ballpark: Coming up on May 2. Reminder that the ticket deadline is this Friday (to avoid online fees, etc). Echo Hill Singers will sing the national anthem at this game.

10. BoxTops/HyVee Receipts: Amy White reported that the HyVee receipts program deadline has now passed for this school year. Echo Hill's total receipt value collected was more than 222,000... resulting in a \$1,113 check for our school! The "big check" ceremony is coming up later in the school year. Thank you all for collecting your receipts!

Meeting adjourned at 7:32pm.

Monday, April 21 - PTO meeting attendees:

Name	Name	Name
Noelle Wittkop	Amy Stouffer	Molly Mulholland
Mr. McDonald	Amy White	Sarah Lisenbee
Staci Sperfslage	Jess Becker	

Summary of 2024-2025 Budget					
Apr-24					
EXPENSES (DISBURSEMENTS)					
Fundraising Expense		Budget	Actual	Leftovers	
Dash for Cash		(\$500.00)	(\$309.00)	(\$191.00)	Marketing, equipment, decor
Community Fundraisers (Restaurants, HyVee)		(\$100.00)	\$0.00	(\$100.00)	printing/rewards
Linn Mar MANE Event Basket		(\$60.00)	\$0.00	(\$60.00)	
Teacher/Staff Specific					
Teacher/School Requests		(\$3,350.00)	(\$160.00)	(\$3,190.00)	
Hospitality*		(\$2,000.00)	(\$1,665.00)	(\$335.00)	Conferences, Bdays, TAW
Teacher Stipends		(\$3,500.00)	(\$2,293.00)	(\$1,207.00)	35 Eligible staff
School Enrichment					
America Reads		(\$30.00)	(\$53.00)	\$23.00	Water/Snacks for readers
Enrichment Day		(\$400.00)	\$0.00	(\$400.00)	Counselor handles
Inflatable Fun Day		(\$1,800.00)	(\$1,640.00)	(\$160.00)	4 inflatables, generators & gas money
4th Grade Send Off		(\$400.00)	\$0.00	(\$400.00)	Kona Ice
PTO Family Events					
Open House		(\$150.00)	(\$160.00)	\$10.00	
Homecoming Parade		(\$325.00)	(\$317.00)	(\$8.00)	
Trunk and Treat*		(\$500.00)	(\$660.94)	\$160.94	
Bingo		(\$200.00)	(\$196.00)	(\$4.00)	
Virtual Family Paint Night		(\$250.00)	\$0.00	(\$250.00)	
STEAM Night		(\$1,600.00)	(\$135.00)	(\$1,465.00)	
Breakfast with Buddies		(\$500.00)	\$0.00	(\$500.00)	
General/Additional Event		(\$400.00)	(\$37.00)	(\$363.00)	Book Swap + Cookies
PTO Operations					
Website		(\$230.00)	(\$218.28)	(\$11.72)	
General Printing & Marketing		(\$150.00)	(\$205.00)	\$55.00	
Zoom Account		(\$165.00)	(\$171.00)	\$6.00	
Miscellaneous		(\$200.00)	(\$43.00)	(\$157.00)	
Volunteer Workshop Supplies (Approved by b		(\$45.00)			
Total Operatin		(\$16,855.00)	(\$8,263.22)		
INCOME (RECEIPTS)					
Fundraiser Income					
Dash For Cash		\$14,000.00	\$15,741.00	(\$1,741.00)	
Dash For Cash Employer Matching		\$1,000.00	\$2,493.00	(\$1,493.00)	
Box Tops		\$100.00	\$1,172.00	(\$1,072.00)	
Restaurant Nights / Spirit Events		\$700.00	\$494.00	\$206.00	
Misc: Apparel Sale, EPI, Yearbooks, etc.		\$1,000.00	\$723.00	\$277.00	
Total Fundraisin		\$16,800.00	\$20,623.00	(\$3,823.00)	