



Douglas Elementary PTO Meeting Minutes
Tuesday May 19, 2026 DES Media Center 3:30 pm

**Board Members: Raechel Hardin, President/Becky Starring, Vice President/Renee Russell,
Treasurer/Alison Mixan, Secretary/Deb Wall, Member-at-Large/Michaelle Gust, DES Principal**

Meeting called to order at 3:33 pm by Raechel Hardin, President

Others in Attendance: 6

Board Members not present: Deb Wall and Renee Russell

I. President's Update (Raechel Hardin)

- A. A few parents have volunteered to lead walkathon subcommittees; however, we still have a few vacant leads. Jennifer Forsythe, Miri Kakon and Kelly Schloss will be the leads of the daytime event for walkathon, and Kayla Bosch will be the lead of the walkathon kickoff event. We still need leads for two walkathon subcommittees: student incentives and rockstar recess.
- B. We are looking to add a new committee called Community Outreach to get students involved in helping/volunteering in our community. Amanda Frank suggested reaching out to the high school's Interact Club to get ideas for launching this committee.
- C. We discussed setting a date for budget and walkathon committees. Both meetings have been scheduled for July 20th.
- D. Whitney Valentine provided an SCA summer update.
 - 1. Saturday, June 6 from 6-9pm is the annual free community "Kickoff to Summer Celebration". Registration ahead of time is encouraged.
 - 2. Summer camps and classes (ages 3-14) are posted on the SCA's website.
 - 3. SCA and Boys & Girls Club will be partnering this summer. They will offer workshops with professional artists. Signups will be released soon.
 - 4. Matinees for two performances will be available this summer (upper elementary age suggested). *Into the Woods* will be shown on June 25 and July 9 from 2-5pm, and *Once* will be shown on August 16 from 2-5pm.

II. Principal's Update (Michaelle Gust)

- A. May 27th: Several events will be taking place including 2nd grade String Quartet, 5th grade visit to the middle school and ice cream social with the fire department.
- B. May 28th: TK-2nd Field Day at 12:30 at DES
- C. May 29th: 3rd-5th Field Day at 12:30 at DES
- D. June 3rd: 5th grade graduation at DES at 6pm
- E. June 5th: Last day of school (½ day). Dismissal will be at 11:25 am.

III. Treasurer's Report (Renee Russell)

- A. April Updates



1. Renee provided treasury reports for both fiscal-to-date and monthly as of 4/30/2026. Bank accounts have been reconciled.
- B. May Updates
1. Renee provided May financials as of 5/19/26. Once they are reconciled, the final report will be posted to the PTO website.
 2. Several expense line items were over and under budget. We can further discuss and reevaluate these items at the budget meeting in July.
 3. June 30th is the year end, so any expenses/reimbursements need to be submitted soon.

IV. Teacher's Report (Alaina Hale/Nicole Robb)

- A. Teachers should be reminded to submit any receipts for reimbursement before the end of the school year.
- B. Nicole expressed that the teachers were very grateful for all the treats and surprises during Teacher Appreciation Week. She said lunch at Happy Stance was a big hit with the teachers. She emphasized that although all the extra recognition is appreciated, it isn't expected.

V. Committee Reports

- A. *Garden Committee (Dana Phillips)*
 1. Kayla Bosch has volunteered to take over this lead beginning next school year. We informed her that the garden receives a \$1000 grant from Miller Knoll coordinated through Lindsey Henry. Some ideas suggested going forward include growing things that kids can eat, adding more seating, coordinating with Boys & Girls Club to help maintain during the summer and reaching out to teachers to see how they'd like to utilize the garden.
- B. *Screen Free Week (Leah Root)*
 1. Leah was pleased with the overall event and the activities offered to students through the SCA and library. She noted that the family bingo at the library was a big hit. Also, some kids completed their entire bingo card to earn Saugataco gift cards.
 2. Leah is contemplating moving the color run to Beery Field next year to incorporate some of the small businesses in Douglas. She would need to reserve Beery Field far in advance for May 7, 2027.
- C. *Teacher Appreciation Week (Raechel Hardin and Alison Mixan)*
 1. Teachers were grateful for the thoughtful treats and beautiful flower arrangements throughout the week.
 2. We may need to increase the budget for next year and will discuss at July's budget meeting.
 3. Amanda Frank will be the lead of this committee next year. Raechel, Becky and Alison have offered to assist.
- D. *March is Reading Month (Amy McKee/Meagan Kelley/Amanda Frank)*



1. Amanda had inquired about the budget status for March is Reading Month. Renee wasn't present at this meeting; however, she did provide a budget update for MIRM as reflected in the treasurer's report.
 2. Amanda stated that she would like to continue to make MIRM teacher-driven and include high-quality activities to engage students. Also, if a goal is to have an author each year, the committee would like to know ahead of time for planning purposes to coordinate the visit.
- E. Eloquence Day (Karen Kerridge/Lisa Diaz)*
1. Eloquence Day went well overall. Lisa made a recommendation to have a person within the committee organize the food arrangements before the event with the help of a few others.
 2. Karen volunteered to be on this committee again along with Kara Byrd and Amber Stevens. Meghan Weemhoff has also expressed interest in helping.

VI. PTO Board Member Vote

- A. Raechel Hardin was elected for president, and Alison Mixan was elected for secretary for the 2026-2027 school year.

VII. Member Comments

- A. None
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Meeting adjourned at 4:28 pm Minutes compiled by Alison Mixan, Secretary