

Battle Creek Parent Club Meeting Agenda- September 2026

Sep 8, 2026 | 6:15 PM

Meeting Overview

Item	Lead	Time
1. Welcome & Introductions	Ashley Smith	5 min ▾
2. Committee Report	Treasurer	10 min ▾
3. Principal's Report	Principal	10 min ▾
4. Activity Updates	Activity Leads	15 min ▾
5. New Business	Board Members	10 min ▾
6. Open Forum & Closing	All	10 min ▾

Agenda Items

1. Welcome

- Call to order by President: Ashley Smith .
- Introductions of Executive Committee, Board Members, Coordinators and any Battle Creek staff.
 - President, Ashley Smith
 - Treasurers, Ashley Schacher and Lindsey Winter
 - Secretary, Lori Neufeld-Temple
 - Battlecreek Staff:

- Janet Pratts, Principal
- Jennifer Lembeck, Office Manager
- Brittany Awalt - Teacher

2. Executive Committee Reports

- **Treasurer's Report:** 2026–2027 Budget & Bank Balances: Current bank balances and the 2026–2027 budget will be reviewed in greater detail at the October meeting.
- **Jog-A-Thon Fundraising Goal:** The goal for this year's Jog-A-Thon is to raise \$30,000. Last year, the event raised approximately \$25,000 and remains the Parent Club's largest fundraising activity.
 - Proceeds from the Jog-A-Thon will help fund the purchase of a Gaga Ball pit, with a current estimate of \$15,000. Additional fundraising proceeds will support classroom activities and needs, including field trips and classroom supplies/resources.
- **Action Items:** The Parent Club will discuss any necessary changes to bank accounts or budget allocations and prepare the proposed 2026–2027 budget for a vote at the October Parent Club meeting.

3. Principal & Staff Updates

- **Principal's Report**
 - **School Enrollment:** Battlecreek currently has 420 students enrolled.
 - **Special Education & Unified Program:** Teachers recently attended a special education summit and learned more about the UNIFIED program. This program focuses on connecting the general education kids and special education kids with disabilities to teach about disabilities and the skills to be a partner in play and work with different people who may have disabilities. Many of the program's elements are already being implemented at Battlecreek, and staff are excited to move forward with officially launching the UNIFIED program at the school.
 - Stay tuned for more information on becoming a UNIFIED elementary school and upcoming events.
 - **Staffing Updates:**
 - 3rd Grade: Julia Jones has joined the Battlecreek staff.
 - 5th Grade: Ella Haggerty has joined the 5th-grade team. The addition of a 5th-grade teacher has allowed for smaller class sizes.

- **Leave Coverage:** Stacy Sturgis will be on leave. Diana Wavra is currently serving as the substitute while Ms. Sturgis is on leave.
- **School Supplies:** School supplies are available for students and families who may need assistance. Please contact Counselor Benson for any students in need of supplies.
- **Transportation/Home Arrangements:** Families are reminded of the importance of communicating how each child will be getting home from school each day. Parents and guardians who were unable to attend Back-to-School Night are encouraged to contact the school office to ensure the school has the appropriate dismissal information.

4. Current & Upcoming Activities

- **Upcoming Events:** Please refer to the magnet included in class packets for information about upcoming school events and important dates.
- **Neon Dash Bash Jog-A-Thon:**

The Jog-A-Thon is scheduled for October 2nd. We have currently received \$700 in sponsorships and are seeking additional sponsors. More information will be shared soon with details on how families and local businesses can participate. Sponsors will receive recognition through their logo on Jog-A-Thon T-shirts, mentions on the school's social media pages, and logo placement in the yearbook.

This year, donations the kids raise will be collected through an app. T-shirts will also be available for purchase.

This year top earning classes will be rewarded with special activities such as pizza and popcorn parties and a trophy for the top earning class.
- **Family Fun Night:** Planning is underway for Family Fun Night, including games, food, and prizes. More details will be shared as plans are finalized.
- **Fall Book Fair:** The Fall Book Fair dates and volunteer opportunities will be shared with families. Funds raised through the Book Fair directly benefit the school library and teachers, helping them purchase new books for classrooms and students.
- **Additional Fundraisers:** Upcoming and ongoing fundraising opportunities include wreath sales, Willamette Valley Pie Company, Chuck E. Cheese event, and Penny Wars.

5. New Business

- **Volunteer Needs**

The PTC is currently seeking volunteers for the following positions:

- Executive Committee Elections: Co-President and Vice President
- Board Members: Volunteer Coordinator and Communications Coordinator
- Event Coordinators: Jog-A-Thon and Family Fun Night

For more information or to learn how to get involved, please reach out through the PTC Gmail account.

Ashley will send an email outlining current volunteer needs and the estimated time commitment for each opportunity. Parents who are unable to commit to a PTC position are still encouraged to volunteer at individual school events throughout the year. There are many ways to help that require a smaller time commitment.

- **Communication & ADA Requirements**

When requesting that the school share announcements or communications on behalf of the PTC, we need to be mindful of ADA accessibility requirements.

As a reminder, any communication shared with families through ParentSquare must meet applicable ADA accessibility standards. This helps ensure that all families and community members can access and understand the information being provided.

6. Open Discussion & Closing

- Raffle
- Meeting adjourned

Next Meeting: Oct 6, 2026