

Rice Elementary PTO



Melissa Duve, Principal

Elizabeth (EB) Sartor, Chair

Elizabeth Terry, Treasurer

Emma Stratton, Small Fundraisers and Communications Coordinator

Whitney Meisner, Volunteer and Teacher Appreciation Coordinator

Debra Legg, Secretary

PTO Meeting Notes – Monday, 11/3/25 at 3:30 PM, Rice Media Center

Attendees: *Melissa Duve, Whitney Meisner, Elizabeth Terry, EB Sartor, Debra Legg, Annie Dillard*

1. Welcome

2. Treasurer's Report

- Budget Report– *Current balance is \$41,001.31*
- Small Fundraisers (Emma) –*no new updates*

3. Upcoming Events Planning

- Thanksgiving Luncheon November 21 – *Pies have been ordered. Information on prices for parents are going out on 11/3/25. Volunteer info is being delivered this week.*
- Ornament Night-Friday December 12 – *hot cocoa, candy canes, cookies trays will be ordered. Seven ornament designs were selected and will be ordered this week. Volunteer sign-ups go out next week (½ hour slots) Possible balloon arch for photo op?*

4. Volunteer Coordination (Whitney)

- Volunteer Sign-ups-*for Thanksgiving Luncheon and Ornament night are now live. No PTO volunteers needed for student store.*

5. Teacher Appreciation (Whitney)

- November 18 or 19 – *Mini pies from Wal-Mart.*
- December- *Coffee cart and a small gift in mailboxes (60)*

6. Communications (Emma)

- Topics for November newsletter – *WAT update, Volunteer needs for Thanksgiving Luncheon and Ornament Night.*

7. Principal's Report (Melissa) Everything is running smoothly.

8. Other Business (All)

- a. Spirit Shirt Sales– *Melissa has not been able to get in touch with the person to reactivate the link. She will continue to work on this.*
- b. WAT Follow-up – *Raised \$23,000, all deposits are in, waiting on 3 prizes from businesses, tax letter to Melissa.*
- c. Teacher Request Forms-*None at this time.*
- d. Spring Events- *To be held at 7:45am on Tuesday so it doesn't impact the PE schedule. March 3-"Doughnuts for Dad" and April 28-"Muffins for Mom".*

THANK YOU FOR ALL YOUR HARD WORK! LET'S HAVE A GREAT YEAR!