

# PTO Meeting Notes – Monday, 12/1/25 at 3:30 PM Rice Media Center



## Rice Elementary PTO

Melissa Duve, Principal  
Elizabeth (EB) Sartor, Chair  
Elizabeth Terry, Treasurer  
Debra Legg, Secretary  
Emma Stratton, Small Fundraisers and Communications Coordinator  
Whitney Meisner, Volunteer and Teacher Appreciation Coordinator

1. **Welcome** In attendance: Melissa Duve, Elizabeth Terry, Debra Legg, Whitney Meisner, Mrs. Erickson, Peter Bostwick and Rich (Kiwanis)

### 2. Treasurer's Report

- a. Budget Report Balance as of 12/1/25 is \$42,632.04
- b. Small Fundraisers (Emma) No updates at this time.

### 3. Upcoming Events Planning

- a. Ornament Night – Friday, December 12<sup>th</sup> Ornament kits are ready and will be displayed in the display case next to the office. Photo backdrop of a Polar Express train was purchased. Melissa, Debra and Elizabeth will set up at 5:00 PM.
- b. Bingo-Friday January 23rd- We need volunteers for greeters, concessions, bingo callers (2) and prize table. Possibly staff to man prize table so parents can participate. Debra will get with Lisa Mann to order prizes through Oriental Trading,

4. **Volunteer Coordination (Whitney)** Volunteer list is active for the Ornament Night. We have 3 parents signed up so far. Whitney will populate a volunteer list for Bingo in early January, Whitney mentioned that Eyestone uses Wellington Middle/High School students as volunteers for their events. She will look into getting the Key Club students to help with Rice events.

### 5. Teacher Appreciation (Whitney)

- a. December-Coffee Cart and goody box in staff mailboxes on December 9th.
- b. January-Date has been set for January 21st.

**6. Communications (Emma)**

- a. Topics for December newsletter-Melissa will coordinate with EB.

**7. Principal's Report (Melissa)**- Rice is preparing for a Kindergarten Open House in January. Assessments are ongoing in the classrooms.

**8. Other Business (All)**

- a. Teacher Request Forms-None at this time.
- b. Thanksgiving Lunch update-Canceled due to possible Norovirus outbreak
- c. Main Business Support-Peter Bostwick, a member of Wellington Chamber of Commerce, shared his interest in helping Rice Elementary with fundraising ideas using only local businesses. There is no charge for his services. (ex. Selling poinsettias, gift cards, tamales) to raise revenue for the PTO budget.
- d. Rich (Kiwanis, Key Club, Food Bank, Chamber of Commerce) Volunteer-Rich will work with Melissa to schedule a Bike Rodeo and Fishing Derby for Rice Elementary. He also mentioned that there are funds available for Native American Dance Assembly and painting the USA map on the playground. He informed us that the food drive provided food for a week at the local food bank and gave us an update on the Wellington Food Bank building that will be located on Harrison Street.

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