

PTO General Meeting Minutes

Date: December 3, 2025

Start Time: 6:35 PM

In Attendance: Jaimie Line, PTO President. Aubree Brewington, PTO Vice President, Olivia DeVreugd, PTO Secretary, Christine Kelly, PTO Bookkeeper, Erika Helwig, PTO Treasurer, Cassandra Joss, Principal, Susan Seldan-Bann, Teacher Liaison, Jenny Ellis, Susan Osborne, Brian Line.

Call to Order

The meeting was called to order at 6:35 PM by PTO President Jaimie Line.

Principal's Report – Cassandra Joss

- December 19, 2025, will be a half day of school, marking the end of the current marking period.
- An EDACT meeting was held on December 3rd to discuss potential school transition changes, including moving 6th grade to middle school and 9th grade to high school. A vote is expected within approximately two weeks.
- The PTO will be supporting the school's PBIS program by funding two student assemblies, scheduled to take place on February 6 and March 13.
- Fun Run incentives began in December and will continue through the new year. These incentives include a Game Truck, Glow Party, and Principal for the Day, which students earned based on Fun Run participation.
- NWEA testing began on December 3 and will continue through January 13, 2026.

President's Report – Jaimie Line

Recap of Recent Events

- **Fall Dance (Friday, November 21):**
 - 185 students RSVP'd for the event.
 - The evening included dancing, a photo opportunity, light refreshments, and a prize drawing.
 - The event received very positive feedback, and families shared that everyone had a great time.
- **Skate Night (Tuesday, November 25 | 6:00–8:00 PM):**
 - Held at **The Rink in Shelby Township**.
 - Five teachers attended and skated with students, helping make the night extra fun and memorable.

Upcoming Events

Santa Shop – Friday, December 5

- Flyers and envelopes were sent home with students. Families were reminded to check backpacks and folders and not to lose the envelope, as students will need it to shop.
- Each gift is \$2, with a maximum of 7 gifts per student.
- This limit will be strictly enforced to help volunteers assist students efficiently and ensure a smooth shopping experience for all classes.
- A sincere thank-you was shared with all volunteers who signed up to help make Santa Shop a success.

Snack Cart & December Birthday Fundraiser – Friday, December 12

- All snack items are \$1 each, with a limit of three items per student.
- Students with December birthdays who signed up for the Birthday Fundraiser will be invited to the Media Center before the Snack Cart rounds begin to:
 - Be the first to choose from the snack cart
 - Select three prizes from the prize bag
- Absent Students will still be able to celebrate and make their selections at the next snack cart date.

Cookies with Santa – Wednesday, December 17 | 6:00–7:30 PM

- The event will be held in the **Roberts gym**.
- Forms and payment are due by **Friday, December 12**.
- Payment options include exact cash, check, or online payment via www.robertspto.com under *Events* → *Cookies with Santa*.
- This is a pre-registration event. No late forms, payments, or walk-ins will be accepted.
- Confirmation emails will be sent to registered families.

Event Highlights Include:

- Choice of one of two cookie options per attendee
- Milk provided
- Santa available for photos
- Photo opportunities with the Holiday Elf and the Grinch
- An adult must remain with their child for the duration of the event

Volunteers are still needed for this event. It was emphasized that volunteer support is essential for the PTO to continue offering special events like this in the future.

Mother/Son Bowling Event – Friday, January 30 | 7:00–9:00 PM

Shelby Lanes

50721 Van Dyke

Shelby Township, MI 48317

- Cost is \$18 per person, which includes:
 - Two rounds of bowling
 - Shoe rental
 - Two slices of pizza
 - Soda
- There are 24 lanes available. Families may choose to share a lane with another mother–son duo if desired.
- Each lane can accommodate up to six people. Families were reminded that additional bowlers may increase game time.
- Participants will have **two hours** to complete both rounds.

Bookkeeper’s Report – Christine Kelly

- The PTO remains within budget.

Adjournment

The meeting was adjourned at 7:00 PM.

Total meeting duration: 25 minutes.