APPROVED

Falcon Families of SFES Meeting Minutes

September 10, 2026

- **Welcome/Introductions/Overview**
  - Meeting brought to order at 6:16 pm
  - Reviewed mission statement, flow of meetings, included process for "motion to approve"
  - PTO vs. fundraising
    - This group used to be PTO but now is a non-profit 501(c)(3) primarily used to raise funds for field trips, playground equipment, and other needs identified by the school.
- **Principal's Report: Jen Andrews**
  - Sheboygan Falls Elementary School 2026–2027 Academic Calendar
    - Distributed print out with key dates
  - Cub scouts came to visit at the Cafeteria 9/9
  - Community Referendum Nights - Mr. Pethan will be running these meetings
    - SFES 9/23 6:00pm
    - SFHS 9/28 6:00pm
    - SFHS 10/12 6:00pm
    - SFES 10/13 6:00pm
  - Referendum Nov 3
  - Curriculum Night 9/9/2026
    - 12ish families attended
    - Overview of what children do all day
    - Discussed literacy, math strategies, and resources available
  - New this year:
    - Wrap around care - mostly 4K driven to offset the ½ day
      - 5K-8th grade is through Boys & Girls Club
    - Student of the Month family invite to assemblies-first assembly 9/30 at 2:30pm in the gym
      - Jen will contact families in advance to attend and see the presentation
      - Background checks still need to be complete in advance
    - Health room digital pass
      - Google form
      - This gives a way to track
      - Nurse sends written pass back with students and she will check on the note on whether the parent(s) were contacted

  Action items
  - October 20 - Fall Conference Staff Dinner-requesting Falcon Families to provide dinner on this night Conferences 3:30-6:30
    - Staff is doing potato bar the week before so something other than that
  - Coffee & Caregivers during November Book Fair in Room B107
- **Teacher's/Committees Report**

- Kwik Trip Gift Card fundraiser and get a date on the calendar, preferably October so people could buy stocking stuffers or Christmas gifts

- **Secretary's Report: Ashley Pantel**
  - Motion to approve at 6:36 pm by Emily, Second by Olivia
- **Treasurer's Report: Olivia Zeman**
  - Approved field trips
    - 4K to Pumpkin Fam
    - 3rd Grade - Camp Y Koda
  - Motion to approve at 6:38 by Jade, Second by Mrs. Oldenburg
- **Fundraising Committee:**
  - **Current Fundraisers**

    - Dine & Donates - 4pm - 8pm (Organizer: Amanda Barrette)
      - September 15 – Tom's Drive-In
      - October 13 – Noodles & Co.
      - November 10 – Qdoba
      - December 8 – BWW (All Day)
      - January 19 – Texas Roadhouse
      - February – TBD
      - March 16 – Panera
      - April 13 – Tom's Drive In
      - May 11 – Rocky Rococo
    - Charleston Wrap Fundraiser – September 25 - October 16 (Nicole Saunders)
    - Craft & Vendor Fair – Saturday, October 10 – 9am-2pm (Paige Brewer)
      - Seeking raffle donations and baked good donations
      - Need help setting up Friday evening, October 9 start at 5pm
      - Sign up Genius (parents) and Google document (teachers) for volunteers
      - Cafe is donating yogurt parfait for breakfast
      - Lunch - pulled pork sandwiches, chips, drinks
      - Contact local businesses (like Evans) for Needoh donation for raffles
    - Fall Book Fair – November 4-13 (Monika Casper)
      - Teachers to submit their book wish lists
      - Have the slips set up for teachers to write their wish lists as they're looking OR have lists at the door for families to grab
      - Not during conferences this Fall – discuss ways to get parents/care givers to attend with students before or after school
      - Potential family night to bring in families
    - Sing Along Concessions (Nicole Saunders + Jade)
      - 3rd and 4th graders
      - December 17
      - Pizza

    Future Fundraisers

    - Kwik Trip Gift Cards (Sarah Bennin)
      - Tentatively: October 19-30
      - Ashley to send Sarah EIN#
    - Caan's Plant Fundraiser (Brittany Witkowski) - Spring (likely May)
    - Texas Roadhouse (Desire Coniff)
    - Princi-PAL for the Day (Olivia Zeman)
  - **Other Ideas to Discuss**

- Tattoo the Teacher (Taylor Meng) - Spring timing - Invite Freddy the Falcon
- Ceiling Tile Fundraiser - Jen to talk to maintenance

- Bypass the line - Door 12 on side of building – Monthly raffle - 1 or 2 people per month
    - Jen confirmed can't happen (remove from next month's meeting agenda)
- Spring Vendor Fair – TBD; waiting to see how Fall goes
- Pasta - Table until we have a chair
- Racine Kringles (Jade Miller) - Early December timing
    - *Update 11/10: postponing to Spring*
- Starla's Seasonings

- **Other Important Dates**
    - Conferences: Thurs, October 15 – 3:30-6:30 pm & Thurs, October 20 – 3:30-6:30 pm
        - Dinner for teacher on 10/20 - Hot dogs with toppings
    - No School for students: Fri, September 25 & Fri, October 23
    - Picture retakes: October 22
- **Open Forum**
    - Amazon Teacher Wishlists (Emily Warnke) - teachers to let her know about what's needed for recharge room
- **Meeting Adjournment**
    - Motion to adjourn at 7:25 by Olivia, Second by Mrs. Oldenburg

Next Board Meeting: Thursday, November 12 from 6:15pm-7:30pm in the library

Falcon Families of SFES organization overview:
This group helps our school by funding field trips, acquiring technology and books, sponsoring events, etc.