

**Hoffman Trails Elementary Parent Teacher Organization**  
**HTE PTO Meeting Agenda September 1, 2026 7:00 p.m.**

**1. Welcome & Introductions**

- a. ALL - what a crowd!
- b. Please sign in using the QR code!

**2. Executive Board Reports**

- a. Secretary's Report: no report, but sharing Friday email content and new text thread
- b. Treasurer's Report: removed Cookie Sale, increased budget for Spirit Shop, Dance a Thon + Lunch on the Lawn; expenses evened out for specials teachers. PTO provides funding for field trip bussing, teacher needs, lunch on the lawn
- c. Principal's Report:
  - i. New entrance has been completed. First set of doors unlocked from 7:45-4:00 and buzz in at the office first now; secretaries have flipped their locations and you'll see Ms Alexander first
  - ii. New playground is here! Great replacement for the 25+ year old playground equipment and has become a very popular place in the evening. New security cameras are coming soon 🙄🙄
  - iii. First Fire Drill was already better than last year. Great job!
  - iv. Six new staff members: Brandy Alexander (secretary), two new classroom teachers, new movements, noon aides, support staff
  - v. Tomorrow is Picture Day! Thanks to the parent volunteers for making sure everyone looks great
  - vi. We are in need of substitute teachers! If you know anyone or would like to apply, visit the district website and specify that you ONLY want to work at HTE
  - vii. Changes this year - Science Discovery is only for grade levels with four sections; only working with K/3/5 students this year; other grades do not have Science Discovery
- d. ISPTO Report - next meeting is in two weeks

**3. Past Events**

- a. RECAP OF PAST EVENTS
  - i. Meet the Teacher Night: Spirit Shop was close to \$300; need to find another way to display stickers (people thought they were free). PayPal continues to be cumbersome. Thanks to Kelsey, Anna, and Stephany for helping out!
  - ii. Ongoing: Food Pantry - started today, Sept 1. Each grade level has items they are responsible for. Will change throughout the year to support HTE families throughout the school year

## 4. Upcoming Events

### a. CALENDAR OF EVENTS

- i. Fall Mum Sale 🌻 – Tuesday, August 25 through Wednesday, September 9
  - ii. Mum Pickup 🚗 – Tuesday, September 22 after school (volunteer sign up is posted)
  - iii. Spirit Wear Sale 🐾 – mid-October 2026 - looking for help with creating and running the spirit shop; two Hoffman shirt designs and one Panther shirt design
  - iv. McDonald's Spirit Day 🍟 – Tuesday, November 3 (app only)
    - 1. Also March 10 2027 (both NO SCHOOL days)
    - 2. Signage at the school for voting day to remind people to go to Main St McDonalds
    - 3. City BBQ; Graeters as future options?
  - v. Book Fair 📚 – Week of November 9 (Megan); last day is Fall Festival
    - 1. Will have sign up for setup/tear down and working during the day
  - vi. Fall Festival 🍁 – Sunday, November 15 (first planning meeting is today after the meeting)
    - 1. Changing to November and a Sunday afternoon from 1-3pm
    - 2. Changing programming supports new activities - teacher events (pizza lunch, popsicles, etc.)
  - vii. Dance a Thon 🕺 – Friday, January 29, 2027
  - viii. Hoffman Trailblazer 5K – Friday, April 23, 2027
  - ix. KIDCHELLA DATE - Thursday, May 13, 2027
- b. Publishing/laminating support needed: Anna, Tiffany, Lia - thanks for helping!
- c. Take a Taste volunteers - starts in September; opportunity to try new foods during lunch time

## 5. Other Items

### a. NEW IDEAS

- i. Marco's Pizza Spirit Night (Stephany) - Mondays or Wednesdays
  - 1. Going to try one out in October! - date TBD

### b. Hilliard Education Foundation

- i. NEW! 5 to Thrive Campaign



- 1.
- ii. Denim & Diamonds - Save the Date! February 19, 2027

Adjourn

**PTO Officers for The 2026-2027 School Year:**

**President:**  
Kristina Clifton

**Vice President:**  
Jenna Horner

**Treasurer:**  
Nicole Simeon

**Secretary:**  
Sara Gandhi

**ISPTO:**

Courtney Shilling, Stephany Cobb

**The HTE PTO Mission Statement:**

The mission of Hoffman Trails Elementary School PTO is to enhance the educational experience at our school by inspiring, delivering, and sustaining a harmonious relationship between our students, families, staff, and the community. We will do this by leveraging the time, talents, and treasures of our PTO members and volunteers to provide fair and equitable activities and events designed to foster an environment of service, support, and fun to the community of Hoffman Trails.