

General PTO Meeting Minutes -- October 14, 2021 6:30 PM

Agenda Item	Discussion	Action Items
Safe Routes to School	<p>Traffic safety campaign - make a video with law enforcement & students, asking for PTO involvement</p> <ul style="list-style-type: none"> ○ PTO agreed to help facilitate contact with families to find kids interested in being in a video to improve pedestrian / bike safety 	Jason Ludwingson
Yearbooks	<ul style="list-style-type: none"> ● Need to sign contract <ul style="list-style-type: none"> ○ Last year we contracted for a 44-page yearbook, 276 yearbooks at a cost to us of \$12.75/copy and family cost of \$13.00. We had 55 books leftover that went un-sold (= \$701.25 worth of books paid for but not used). We can do this contract & pricing option again if we want. ○ Other options for a 44-page book: <ul style="list-style-type: none"> ■ #251-275 books at a cost to us of \$13.20/copy (we could set family cost at \$13.25-13.50) ■ #226-250 books at a cost to us of \$13.24/copy (we could set family cost at \$13.25-13.50) ■ If we contract for a lower number of yearbooks and end up selling more (bumping us into the next pricing bracket), we would get the lower price on the yearbook. However, we wouldn't be able to lower the price to families after the fact. ■ Lisa Mahoney suggests contracting for 226 yearbooks and charge families \$13.25 to minimize waste and is a minimal price increase for families. ● Questions from Andrea Winters "This may be a good time for you all to weigh in on any suggestions you have for the yearbook. A few things to consider:" <ul style="list-style-type: none"> ○ 44 pages this year will look much like the 2019-20 yearbook did. The 20-21 yearbook had a lot more pages for me to fill without preschool pictures, so I devoted more space to specials and candid pictures. I suspect it will be a challenge to get a lot of candid pics again this year.... And so I personally am okay with sticking to 44. If anyone thinks of more content they would like included though, definitely let me know! ○ Are you okay with the general set up I have had in the last couple of years? Each "grade level" gets a page for candid photos to follow their class picture pages, approx. ½ page for each specials, and I try to get at least four pages of GGRR pics (which will be easier this year than last!). ○ Please feel free to share feedback about anything you think could improve the yearbook for our students. I am happy to have feedback, as I think being "in it" for a few years, I may be missing something obvious or that would be a nice addition. ○ Meeting notes: Decided to order 226 and charge families \$14.00 if they preorder, and \$15.00 after Jan 1, 2022. Approved same layout as in the past. 	<p>Who will do this? - Send out the first email after picture day.</p>

<p>Fall Scholastic Book Fair</p>	<ul style="list-style-type: none"> • Janelle volunteered to coordinate Scholastic book fair - thank you! • Dates - week of Nov 8th, ideally 4-days 11/9-11/12 • Can do online AND in-person small/simple fair with few carts <ul style="list-style-type: none"> ○ Group decided small in-person fair during school hours & asking teachers to sign up for time slots for their classes, will let parents know which day their students will go to the fair, will put out a schedule volunteers once we know the times teachers sign up for, consider doing 1 or 2 evening 'sidewalk sales' for parents to attend with kids outside. SCHOLASTIC RECOMMENDS AGAINST SIDEWALK/OUTSIDE DUE TO RISK OF CARTS BLOWING OVER. (Gym will be done, we could host one evening event for families to attend. Need to email Jeff and Laure our plan for this if we decide to do it). ○ Parents can pre-load their student's account (Scholastic eWallet) or send money with their child. The carts just have books, no "trinkets". ○ The online fair will run 11/8-11/22 ○ We get 25% of profit for online orders and 50% in person ○ Drop off will be sometime Nov. 3, 4, or 5 and Pick up Nov. 16, 17, or 18 (PTO should provide volunteers to assist during drop off and pick up). ○ Currently planning 4 carts (can't do less, but "full set" is 5 carts). Carts are 53"T x 47"W x 20"D (Decided we can make room for all 5 carts in the mezzanine. Measured the elevator and confirmed carts will fit). ○ Janelle and Lisa are set up with elementary book fair chairperson accounts ○ Lots of promo ideas (pennies for pjs, round up change, kiss a pig, etc. Do we want to do anything like that? ○ We need to choose our free gift (Chose the K-3 family raffle basket) ○ Working on Spring dates: Tentatively March 7-11, but need to confirm conference dates. Fall 2022 dates are Oct 17-21. 	<p>Janelle - will find out if we will get paper copies of the digital flyer to send home. (YES - sent 2-3 weeks before fair).</p> <p>Janelle will put together letter to send home to families</p> <p>Janelle will put together letter/ email for teachers (possibly to be presented at staff meeting)</p> <p>Janelle will create a Sign Up Genius for teachers to bring their class (8:30-2:30, 30 minute slots).</p>
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Great Green Run & Roll recap	<ul style="list-style-type: none"> • What went well? • What opportunities for change next year? <ul style="list-style-type: none"> ○ Bananas & apples ○ Separate prizes at school if possible ○ Reserve blackout prizes for after event ○ Send email verbiage to teachers to include in an email the week / day packets go out. ○ Paper sent home with kids the week of event stating start times and asking for parent volunteers ○ Pre-school involvement (seperate letter to PS school families, just asking for \$10 for t-shirt. The kids could run a short loop or come and cheer). • Drawings for iPod shuffle & Community Ed snowshoeing • Classroom pizza party • Distribution of remaining prizes • Announcements at assembly Friday Oct. 29 approx 2:25-2:35pm <ul style="list-style-type: none"> ○ 1 or 2 of us can attend in person - mask up - stay home if sick. Sign in with Mary Ann as a visitor. ○ Grand prize winners ○ Classroom pizza party winner ○ Drawing winners • Thank you's to sponsors? 	<p>Nicole will ask Corky's if they will donate TWO pizza parties, one for highest participation and one for highest \$ amount raised. PTO will fund 2nd party if Corky's can't.</p> <p>Nicole - ask Getzing and Sebo for dates that work for their pizza parties and coordinate with them.</p> <p>Bonnie will put together and send out Thank You letter to sponsors.</p>
Misc	<ul style="list-style-type: none"> • Update contact info • Make sure members are on the approved volunteer list 	<p>Janelle will send out email with link to volunteer list and form.</p>

Next Meeting: Thursday Nov 11th 6:30 in person & virtual

Attendance:

Name	Role	Attendance
Lisa Mahoney	President	x
Nicole Schmit	Vice President	x
Janelle Ramaker	Secretary	x
Andrea Spencer	Treasurer	x
Kelly Norsten	Co-treasurer	
Bonnie Martin	Past President	x
Ann Sylvester	Director	x
Leah Webber	Director	x
Jeffrey Copp	Principal	x
Ashley Lorenz	Parent	x

PTO Board Meeting Minutes -- October 14, 2021 7:30 PM

Agenda Item	Discussion	Action Items
Funding requests	<p>→ Oct 7th Fergusons Orchard field trip funding request received 9/14/21 from Mr. Copp, estimated cost \$909.60. Unanimously approved by PTO Board via text vote 9/14/21.</p> <p>→ Buses for ES to attend the MS play, 11/3/21, \$1,753.00</p> <p>→ Kindergarten Registration/Information Night - Milk/Cookies, FEB TBD, \$125.00</p> <p>→ Kindergarten Registration/Information Night – books, FEB TBD, \$100.00</p> <p>Kindergarten:</p> <p>→ Children's Museum 4/12/2022 \$802.00</p> <p>→ Myric Park Center & Trane All Abilities Park 5/1/22 \$735.00</p> <p>1st Grade:</p> <p>→ Ferguson's Apply Orchard 10/7/21 \$910.00 (already approved)</p> <p>→ Trane Park 4/22/22 \$251.00</p> <p>2nd Grade:</p> <p>→ Camp Decorah Fishing/Nature trip 5/27/21 \$760.00</p> <p>3rd Grade:</p> <p>→ Quarry Hill Field Trip 5/9/2022 \$1,400.00</p> <p>4th Grade:</p> <p>→ Science Museum - Minneapolis 5/16/22 \$2,413.00</p> <p>→ Great River Bluffs Park TBD May 2022 \$661.00</p> <p>→ Faerm Safety Day May 2022 TBD \$661.00</p> <p>SPECIALS AND BUILDING-WIDE:</p> <p>→ Barb Bjornstad Spring Concert Rehearsal (2nd,3rd,4th) 4/19/22 \$251.00</p> <p>→ Barb Bjornstad Spring Concert Rehearsal (K, 1st) 5/17/22 \$251.00</p> <p>→ Barb Bjornstad Symphony for Youth Concert (4th grade students) 5/9/2022 \$591.00</p> <p>→ Beth Theede Annual Stipend amount for foster Grandparents (varies based on number</p>	ALL APPROVED.

	<p>of days they are here) 21-22 School Year \$300-\$500</p> <p>→ Amy Rohrer Behavior Incentive for Subway - \$5 Subway gift card, once a month x 8 months 21-22 year \$40.00</p> <p>→ Amy Rohrer Lancemart Incentives 21-22 year \$700.00</p> <p>→ Amy Rohrer Grade Level Needs - 21-22 year \$355.00</p> <ul style="list-style-type: none"> ◆ K scholastic News @\$7/ea, 10 needed = \$70 ◆ 1st gr. Scholastic News @ \$8/ea, 5 needed = \$40 ◆ 1st gr. tshirts @ \$14 ea, 5 needed = \$70 ◆ 2nd gr. scholastic news @ \$6.35 ea, 6 needed = \$38.10 ◆ 2nd gr. tshirts @ \$14 ea, 6 needed = \$84 ◆ 3rd gr. Scholastic News @ \$7.50/ea, 3 needed = \$22.50 ◆ 4th gr. Scholastic News @ \$10/ea, 3 needed = \$30 	
Sort prizes	→ Prizes were sorted for each student, by classroom, and left in the office for teachers to distribute.	? Do we still want to announce grand prize winners at the assembly on Oct 29th?

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