

General PTO Meeting -- Sept 8th, 2022

| Agenda Item | Discussion & Action Items |
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| GGRR Tasks | <ul style="list-style-type: none"> • Shirt update - Nicole: will finalize numbers, get final logos, and submit order. Sweatshirt order will be placed after GGRR. • Video update - Nicole R: putting it all together, deadline is the week of Sept 12th • Website update - Andrea S: making edits this weekend, otherwise ready for use • Before event to do: <ul style="list-style-type: none"> ◦ Stuff envelopes - DONE ◦ Student list for envelopes (From MaryAnn or Christi) - will need the week before GGRR to give teachers a large tan envelope with student list on it for collecting the packets. ◦ 2-4 PTO members go to school to show prizes & hype up GGRR, Bonnie and _____? Need to set date/time, then will be able to get volunteers (awaiting date/time from school admin). ◦ Print sponsor banner & put on fence - Bonnie ◦ GGRR yard signs - Megan will print 20 sheets with GGRR logo, awaiting response from Kids Co about helping to decorate ◦ Volunteers need to complete district volunteer application process (email sent): https://www.isd300.k12.mn.us/page/volunteer • GGRR day: <ul style="list-style-type: none"> ◦ Tables, water coolers, megaphone? - requests sent 9/9 ◦ Table covers - decided against table covers ◦ Fruit (350 apples from Southwinds, 100 each bananas and oranges from KT) Lisa needs to follow up on KT donation request. Janelle: pick up apples. 7:00-8:00 volunteer pick up KT donations. ◦ Cups - 300 cups purchased from Sam's Club - Lisa will purchase more. ◦ Race leaders & announcers - Bonnie will contact high school athletes & Coach Abe ◦ Route & race schedule - Lisa emailed Mr. Ekern & Mr. Copp ◦ 7:00-8:00 <ul style="list-style-type: none"> ■ Set up tables ■ Pick up fruit & ice from KT ■ Set up yard signs & banners (in storage bins) ◦ 8:00-9:00 <ul style="list-style-type: none"> ■ Set out fruit on tables ■ Fill up water coolers with ice & water ◦ 9:00-11:30 <ul style="list-style-type: none"> ■ Serve fruit & water at tables ■ Monitor race route ■ Pick up trash as needed ■ Refill water coolers as needed ◦ 11:30-1:00 clean up <ul style="list-style-type: none"> ■ Save yard signs, banners, unused/unopened cups in storage ■ Bring tables inside ■ Clean up trash ■ 1-2 PTO members collect envelopes from teachers ◦ 1:00-until done: PTO members tally bingos & donations at Corky's • After event: <ul style="list-style-type: none"> ◦ Order sweatshirts ◦ Print prize certificates, scholastic bucks ◦ Distribute prizes at October assembly ◦ Class pizza party, date _____ ◦ Class cupcake party, date _____ ◦ Mr. Copp & Mr. Ekern agree - Highest participating grade gets to _____ Mr. Ekern & Mr. Copp at October assembly |
| Future agenda items | <ul style="list-style-type: none"> • Bringing Books to Life Around the World - Nicole W, Nicole S, Megan, Leah <ul style="list-style-type: none"> ◦ Pick date asap so we can reserve food trucks - March 30th? Sent email to Mr. Copp to request this date. ◦ Food truck ideas - Fathead Steve's, Chili Revolution (interested and has lower price point options), Taco Broz |

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| | <ul style="list-style-type: none"> • Silent auction / raffle baskets - already have some potential items (see items above) • Walk-to-school day Oct 12th - Lisa make volunteer sign up • Book Fair: Oct 17-19 (Fall conferences) - Janelle • Yearbook - need volunteer to work with Andrea W. this year to learn the process as this will be the last year Andrea's children will be in elementary school |
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Next Meeting: Thursday Oct 6th 6pm at the elementary school conference room

Attendance:

| Name | Role | Attendance |
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| Lisa Mahoney | President | x |
| Nicole Schmit | Vice President | x |
| Janelle Ramaker | Secretary | x |
| Andrea Spencer | Treasurer | x |
| Kelly Norsten | Co-treasurer | x |
| Bonnie Martin | Past President | x |
| Megan Wurzel | Director | x |
| Nicole Ravens | Director | x |
| Leah Webber | Director | x |
| Jeffrey Copp | Principal | |
| Andrea Winters | Yearbook Coordinator | |
| Kaye Henn | Parent | x |