

Robert Frost / Challenge Center PTO Meeting Agenda

Tuesday, November 16, 2021 @ 5:30 pm

1. Welcome and Introductions - Rachael Eggers-Ferry

- a. Mission Statement - The purpose of our organization is to bring together the unique abilities of our parents to compliment the unique abilities of our teachers and staff in order to create support for our children's educational experience.
- b. Objectives - The objectives of this organization are to promote:
 1. Fundraisers and donations to support our school, activities and events.
 2. Social events to bring home and school into a closer relationship.
 3. Volunteer opportunities in the school.

2. Additions or deletions to agenda - Motion __Alyssa__ and 2nd __Lynn__

3. Reading & Approval of September 2021 minutes -

Motion ____Dori____ and 2nd ____Alyssa____

4. Chair reports – PAST events

- a. Fall Conferences
 - i. Teacher meals - Rachael Eggers-Ferry
 1. Thank you card
 2. \$1,000 in donations
 3. Staff was very grateful for the meals - it is very helpful to lighten their load on conference days
 4. Community support was great for this in providing both funds and the other requested items
 - ii. Book Fair - Sonja Olinger
 1. Made \$1067.52 and \$4000 to the library
 2. This is possibly the biggest book fair ever for RFCC!
- b. Spirit Wear Store - Rachael Eggers-Ferry
 - i. \$1,000
 - ii. Sales went well
 - iii. Most likely only spirit wear sale this year

5. Chair reports – UPCOMING events

- a. Quiz Bowl - Jill Smith
 - i. Jill did find a different solution to use for this; it requires 2.5 week lead time
 - ii. New date selected is week of January 24th

- b. Skate City (Nov. 30) - Rachael Eggers-Ferry
 - i. Fliers went out in Friday folders
- c. Movie Night (Dec. 17) - 6pm; Rachael Eggers-Ferry
 - i. Volunteers have signed up - Julie to Chair
 - ii. Provided the list of potential movies to Lynn & Alyssa so the kids can vote
 - iii. Typically provide pre-order for pizza
 - iv. Candy and soda for sale at the event

6. Chair reports - ONGOING events

- a. Rewards Programs
 - i. [Boxtops for Education](#) -
 - 1. Download the box tops app to your mobile device or send clipped box tops to school and place in the collection bins.
 - ii. [AmazonSmiles](#) Rewards - (0.5% of sales, distributed quarterly)
 - iii. [Coca-Cola Give](#) -
 - 1. Use your mobile device to scan your coke caps @ <https://us.coca-cola.com/give/> or send to school and place in the collection bins.
 - 2. Each cap is worth .05 and look for codes worth more inside cardboard packaging
- b. [Ronald McDonald's Pop Tab Program](#) - Please continue to save your pop tabs over the summer! We have a volunteer that collects and delivers them to the Ronald McDonald House in Sioux Falls.
- c. Birthday Cards
 - i. Gift Cards - discussed who/how to get additional gift cards.
 - ii. Holly McDonald - Chair

7. Principal's report - Mrs. Gillette / Alissa Hoektra

- a. This year has been a bit tough on everyone so they have been working on various initiatives to keep morale up for staff and to identify places to celebrate successes with the focus on celebrating often and many,
 - i. 3 B's of recognition
 - ii. Atta Kids - internally celebrate kids
 - iii. Kids have created inspirational posters including some with uplifting quotes on post-it's so people can take the quotes with them

8. Financial report - Tim Purintun

- a. Present current budget status - Motion ____Lynn____ and 2nd____Julie____
- b. No new expenses to discuss

9. Old Business

- a. Purchasing more gift cards for birthdays - Kjerstin P. to purchase additional cards
- b. Reimbursement for Panera (Rachael)
- c. Expenses for Fall 2021 Conferences:
 - i. Invoice for Pot Belly \$334.34
 - ii. Reimbursement for Overtime (Rachael) \$268.72
 - iii. Reimbursement for Jimmy Johns (Rachael) \$305.29
- d. Prior year expense invoices found in the mailbox:
 - i. ? From 1/18/21 CNC Food Factory (?) \$419.40
 - ii. ? From 1/21/21 Papa Woody's Pizza (?) \$350.41
 - iii. ? From 1/26/21 CNC Food Factory (?) \$314.55
 - iv. Tim confirmed he has a record of the cashed checks for all of these so the invoices may just be for previously paid bills.

10. New Business

- a. January Conferences & Book Fair
 - i. Meals & volunteers for Book Fair/Library - Meals set up at 2:45 each day
 - ii. Conference dates/times:
 - 1. Jan 17 3-7:30pm
 - 2. Jan 20 3-7:30pm
 - 3. Jan 24 3-7:30pm
- b. Funding class parties
 - i. Discussed how to handle
 - ii. Agreed PTO can fund this - will put \$90 per homeroom teacher on their P Cards in addition to the general P Card funds PTO typically provides (based on calculation)
- c. General donation items to Tim
 - i. The Giving Fund
 - ii. Community Impact fund
- d. IRS Paperwork - Completed, Tim filed these
- e. Items identified and confirmed to already be in the budget:
 - i. Security Metrics
 - ii. Go Daddy
- f. Bank Card or CC for PTO?

11. Adjourn - Motion _____ Tim _____ and 2nd ___ Kjerstin _____

Next PTO meeting will be January 11, 2021 @ 5:30pm in the library

www.robertfrostpto.com | @robertfrostchallengecenter.pto | rfelem.pto@gmail.com