

Robert Frost PTO Meeting Minutes

September 10, 2012

Welcome and Introductions: Introductions made for all attending the meeting.

Review of Minutes: Minutes recapped by Steph Fischer and approved by Allison Osterloo and Dawn Stenberg.

Treasurer's Report

Highlights-

- The donations revenue was decreased to \$4000 since last year was a hard push for donations. Any money given above suggested donation will go to technology tree items.
- Reminder that the budgets are also found on Robert Frost PTO website.
- Motion to approve budget was Mali Teller and Anita Wetsch.

PTO Income Form

- Michelle created a PTO Income Form and emailed it to all event chairs. This form must be submitted prior to each event so that we have a proper paper trail.
- Forms are found above mailboxes in teacher work room and also on website.

Reimbursement Form

- Reminder to use form when requesting a check for you or for someone else.

Teachers Report

- Thank you from teachers for iPads and other technology that PTO has provided.
- Request for Stylus for iPads in the upper grades. The cost is \$8-12. Need 5-10 for 5th grade. Mali suggested that we look into Best Buy rewards. Mali will follow up on seeing what we can get with the money at Best Buy.
- 3-D Cubes for smart cameras may be something the classrooms need. Mrs. Stavig has one and uses it often.

Volunteer Updates

Volunteer sheets have been sent out on Google form. Steph will see about getting the form on the website. Some confusion about the volunteer form that was distributed at Open House. The group suggested that we may need to clarify the difference between the 2 forms. Michelle will follow up with Melissa Nelson. Ms. Werner will see if she can link the form that doesn't require to be printed out.

Suggestion to enforce and encourage using electronic forms. Recognize it is a transition for parents, however, parents need to read the attachments. Reminder that for the Google docs must do 'control Click' to open the form.

There are 2 Volunteer forms the school requires:

- Supervised Form: Paper form at school
- Unsupervised Form (Driving for Field Trip) - go on line to district website and fill out 2 forms. This form requires a full background check

Ms. Werner will follow up as there may be issues with parents not knowing what to complete. Also question about if parents can do one form for all children or if they had to fill out a form for each school.

PTO Positions Filled at Meeting:

Library Friends – Alison Osterloo

Bulletin Boards- Jennifer Murray

Promotions- Mali Teller, Melissa Marso, Tracie Beck and Shelly Hahn

Review of program and what we collect.

Godfathers

Land o lakes

Box Tops

Best Buy

Target

Campbells

Coke

Last year we earned over \$4000 in cash rewards programs.

Facebook: have a spot to send reminders for people to post on Facebook. Multiple Robert Frost sites so be clear on which site you are on. Other event coordinators can post events on Facebook page. Please do not post pictures or names.

Best Buy: You must give school phone number when you are checking out. If you forget, you can email Mali with the number on the receipt (see facebook for explanation of what information to submit). Mali can get the dollars directed to Robert Frost

Box Tops for Education: Box Tops Marketplace (On-line shopping) if you go through their site first. If you register for the Marketplace you get free box tops.

Until Sept 18, you can go to Hyvee and ask store director for the box top promotion.

Box Tops are by student, Milk Caps and Cambells should be labeled by classroom. Fall deadline is end of October.

Spirit Wear- Laurie S.

In the past we did an annual t-shirt. Last year, we had some inventory so kids could purchase items throughout the year. Ordered 200 t-shirts/ 91 sold as of date.

Thinking about doing other Robert Frost items such as a water bottle and key chains but want to cover cost of t-shirts before we order other items. Idea for doing recyclable bag- but if not a t-shirt, you have to buy large quantities.

2012-2013: Pre-order sweatshirts. Not planning on doing an annual shirt unless someone else wants to take it on as it is very labor intensive. Considering doing a "Spirit Day" to encourage the spirit wear. Also encourage the younger grades to wear their spirit wear for field trips. Move towards Spirit Gear but need to build up funds before expanding to other products.

Reminder: PTO Volunteer T-Shirts for volunteers to wear. Contact Laurie to request the T-shirts.

Wellness Council Update; Michelle

Over 60 applicants between 3-5th grade to the wellness council this year. Leaders decided to use all of them. Decision was to have subcommittees in order to utilize all kids. Kick off is Sept 26 at 815 and will introduce Family Fitness calendar. Wake Up to Wellness- Friday, Oct 18th

Upcoming Events

Hobby Fair- Sept 21 (6-7pm)

Skating Party- Oct 15

- Look to see if going later in month would be better attendance

Pizza Bingo-Oct 26

- Letter that goes to business is best if we can identify what the money is being raised for. Does PTO want to buy a display case but Ms. Werner needs to check with building to see about safety or fire code.

4th/5th grade Informance- Oct 18

Wake up to Wellness- Oct 19

Student Council Movie Night- Oct 19

5th Grade Chorus Concert- Oct. 25

Conference/ Book Fair- Nov 1, 5, 8

- Sign up sheet was passed around to gather volunteers.
- Ravenous Readers Program- Need someone to chair this part of the book fair program. Program has grown a lot so current chairs are not able to continue program. Jessica Foley will help with this program.

Website- do we have a synopsis of all our events? What is it? What ages? This would assist new parents in learning about all the activities. Michelle Heath will follow up.

Fundraising Option:

Barnes and Noble Book Fair- similar to Cicis Pizza night where we get a percentage of sales on a particular night. PTO responsible for promoting the event only. At the store we can post a teacher/librarian wish list. Look at Dec 8th (Saturday). Staci will follow up with Amanda at Barnes and Noble.

Principals Report

Opportunities at Robert Frost:

Lego League

Art Club

Girls on the Run- sign up through the YWCA.

Chess Club- K-5th grade- contact Steph Fischer for information

Book Battles- 4th-5th grade- Champions will compete against Mark Twain

Safety Concerns:

Reminders:

- Remember to sign-in every time
- Drop off- moved to south side of school.
 - Concerns that cars parked too close to patrol area so that patrols don't have to go way out in street to see. Ms. Werner will contact our Resource Patrol Officer to monitor this.

Adults on Playground

Concern raised about adults who are on playground as there is no way to determine if adult is there with child or not. Consider having parents wait behind fence before and after school. Option may be to have all clear until 3:00 and then after that parents can go back on playground with kids. Ms Werner to provide direction.

Math Changes- parent homework

Go to Ted.com. Search Dan Meyer and listen to the 11 minute presentation on why math needs a makeover. Give feedback to Ms. Werner. Ms. Werner may do lunch time meetings for parents to go over changes in math.

Robert Frost Test Scores-

Ms. Werner went over the scores and how that impacts the school improvement plans.

Technology Updates:

District provided iPads so that each classroom has at least 2 per room.

Starbase: Cost is \$1000 and in past Teddi Meullers company has funded the program. After next year, we will not have this funding. If we lose our spot it will be hard for Robert Frost to get back on the list. Program is for 5th grade only. Wells Fargo employees can get matching dollars for educational donations.

Motion to adjourn meeting, Mali Teller and Michelle Health.

Minutes submitted by Becky Olson