

# Robert Frost / Challenge Center PTO Meeting Minutes

Monday, May 10, 2021 @ 6:30 pm via ZOOM

---

## 1. Join Zoom Mtg

<https://sdk12.zoom.us/j/97780822356?pwd=dEMxRktBVis0MVWwM3pydWJMRDh6QT09#success>

### Attendees:

Jennifer Stensaas, Dori Perkins Jill Smith, Alissa Hoekstra, Rachel Eggers-Ferry, Alison Hanes, Tim Purintun, Kjerstin Purintun

## 2. Welcome and Introductions - Jennifer Stensaas- chair, Alison Hanes - vice chair, Tim Purintun - treasurer, Dori Perkins - secretary

- 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.

## 3. Additions or deletions to agenda - Motion \_\_Jill\_\_ and 2nd \_\_Alissa\_\_

## 4. Approval of March 2021 minutes - Motion \_\_Rachel\_\_ and 2nd \_\_Alison\_\_

## 5. Financial report - Tim Purintun

- a. Reviewed current budget - fundraisers, supporting teachers & staff, Bookroom, supporting our school
  - i. teacher staff appreciation - donations \$2475.09!
  - ii. Remaining donation budget is approximately \$6700 - this money to tentatively go to the playground fund (possibly additional bank of swings) but may change based on further input from Lynn.
- b. Present current budget status - Motion \_\_Rachel\_\_ and 2nd \_\_Jill\_\_
- c. Remaining funds allocation toward playground funds - Motion \_\_Alison\_\_ and 2nd \_\_Jill\_\_
- d. Will have 2021/2022 budget determined over the summer and will present at the first pto meeting for approval in September, 2021, as per the bylaws.
- e. Audit - Tim to work to have an audit performed on our financials.

## 6. Chair reports – PAST events

- a. Spring Spiritwear Store w/ Dakota Sports - about \$380 income from the 2nd round of spirit wear
  - i. Some suggestions from Dakota Sports on increasing sales that will be discussed further over the summer
- b. Teacher / Staff Appreciation Week - May 3 - May 7 - Tara White did an amazing job organizing all of this using the funds donated by parents
  - i. Some of the treats included Flyboy Donuts, batels, jimmy johns & Eileens cookies
  - ii. Teacher "shopping spree" to pick out a bunch of great items
  - iii. Sign Gypsies to put up signs thanking them
  - iv. Thank you to all the parents that donated!

## 7. Chair reports – UPCOMING events - will meet with Lynn over the summer to determine which of these may be able to occur - all events need volunteers in order to happen!

- a. First semester 2021/2022 activities, helpers needed (if scheduled for 2021/2022):

- i. Kindergarten Welcome (Open House or first day of school): “Boo Hoo / Yahoo!” bags for parents and / or welcome to children Picture Day - Does the school need a volunteer to help with younger students?
  - ii. Project Night
  - iii. Quiz Bowl (November) - Largest fundraiser, hoping to outsource pledges in order to better track pledges; this could use an entire committee working closely with the treasurer
  - iv. Movie Night (November)
- b. Second semester activities, helpers needed (if scheduled for 2021/2022):
- i. Movie Night
  - ii. Kindergarten roundup
  - iii. Science Fair (in conjunction with Art Fair and Book Fair Bogo)
  - iv. Art Fair (in conjunction with Science Fair and Book Fair Bogo)
  - v. Future Friday (May)
- c. Fundraising “asks”
- i. Spiritwear Sales - August Open House & end of October / beginning of November
  - ii. Fall Conference teacher / staff meals (October)
  - iii. Quiz Bowl - Main Fundraiser (November)
  - iv. Spring Conference teacher / staff meals (January)
  - v. Teacher / Staff Appreciation (April for first week in May)

## 8. Chair reports - ONGOING events

- a. Rewards Programs
- i. [Boxtops for Education](#) - Alissa Hugelman
    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](#) - Jennifer Stensaas
    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.

## 9. Principal's report - Mrs. Gillette / Alissa Hoektra (Admin Intern)

- a. Teacher Staff Appreciation Week - went great! Tara did a fantastic job and the teacher/staff were very grateful,
- b. Jeremy Seefeldt reached out because of the PTO email to provide great deals on the Boss's Pizza & Chicken so this made a great addition to the PTO planned items
- c. Teachers and staff have worked really hard all year to make sure the school year was a normal year even with all of the Covid precautions.
- d. Staff changes
  - i. Details are in the school newsletter

## 10. Old Business

- a. By-laws update? - Tim Purinton
- i. Requested Change: Article V Officers and Elections
    1. Change NEW board transition date to July 1 instead of August 1 to allow more time for school year activity preparation.

## 11. New Business

- a. **A year in review** - Quick review/discussion of this past year, suggestions for next year?
- i. It's been a great year even with all the events that had to be cancelled.
- b. **Vote on 2021/2022 Board Members**

- i. Formal nomination of Dr. Rachel Eggers (Assistant Principal of Edison Middle School) as Chair - Jennifer Stensaas
- ii. Vice - Chair Alison Hanes, Treasurer Tim Purintun, and Secretary Dori Perkins will all remain for the 2021-2022 school year. While not explicitly stated in the by-laws, Jennifer Stensaas will stay available as past chair.
- iii. **Motion to approve the Exec Board as presented** - Motion \_\_Jill\_\_ and 2nd \_\_Alissa\_\_
- iv. Schedule meeting with Ms. Gillette and Ms. Hoekstra to schedule 2021/2022 activities.

**12. Adjourn - Motion \_\_Alison\_\_ and 2nd \_\_Jill\_\_**

**Next PTO meeting will be TBD @ 6:30pm via Zoom**

[www.robertfrostpto.com](http://www.robertfrostpto.com) | [@robertfrostchallengecenter.pto](https://www.instagram.com/robertfrostchallengecenter.pto) | [rfelem.pto@gmail.com](mailto:rfelem.pto@gmail.com)