

Robert Frost / Challenge Center PTO Meeting Agenda

Monday, October 17, 2022 @ 5:30 pm

1. Welcome and Introductions - Jennifer Stensaas

- 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. Election of officers

- **President** - Jennifer Stensaas
- **Vice President Co-chairs** - Margaret Carmody, Amanda Hall, Jaqueline Hackett
- **Treasurer** - Tim Purinton
- **Secretary** - Dori Perkins
- Voting for all positions - 1st Sonja 2nd Erin Pederson - motion passed

3. Additions or deletions to agenda - Motion __Am__ and 2nd __Sonja__

4. Chair reports – PAST events

- a. Committee Chairs - needs for people to help with
 - i. Facebook page - thoughts on usage for the PTO FB page - considering discontinuing the page and use the school's FB page and our website instead - general agreement to delete or inactivate the page
 - ii. Staff birthdays - gift cards - work with Sherri and Holli in the office for the cards to get out to staff
 - iii. Skate City - Jennifer to work on scheduling 2 skate parties Nov and March
 - iv. Idea - ice skating night - parent to look into it.
 - v. Sponsor a breakfast for staff - Mrs Bell to come up with another date for us to sponsor this for them. (\$150+ budgeted for this)
 - vi. National Custodial Day (\$25 for each custodian - 3FT and 1PT)
 - vii. Teacher meals -
 - viii. Quiz bowl - Jennifer/Amanda/Annie/Jacqueline
 - ix. Concerts - flower/boutonniere - Bella Rosa (8th & RR) owner has 2 bows here; Leigh McCoy - how many & dates - Mrs. Bell to get that info
 - x. Kindergarten Roundup

- b. School rewards programs
 - i. Amazon Smiles - keep this
 - ii. Discontinue the BoxTops and the pop tops collections
 - iii. Pop tabs for Ronald McDonald house - Jamie to check with the admins on what they'd like to use for collection containers now. Would then need a communication plan for this
- c. Yearbook idea (Sarah Ausland) - issue for this year is there are 50 kids who have no photo release; postpone for next year; Mrs Bell to inquire with Legal to work on the waivers flags online; requested Sarah and Amanda work together on a one-page proposal that can be used and how it would be beneficial to the school.
- d. National Custodian Day - Tony Schmitz, Kyle Hart, Nandu Sunuwar, Barb Larsen
- e. Spring Conferences
 - i. Teacher meals - Megan Martinez, Erin Pederson, and Nikki Tupman
 - ii. Chair update - went well, teachers liked what was picked; question - should we have the food here sooner than it was this year? Some teachers seemed to be waiting when it was already there. Mrs. Bell to send out a staff survey to get feedback on the timing, foods, volumes of food.
 - iii. Raised from donations \$1272.02 - so worked out to cover all the meals
- f. Book Fair - Sonia Ohling
 - i. Volume of books wasn't great, Sonja immediately did a book reorder on the first day and was able to get 100 additional books.
 - ii. Sold \$8697 in books (nearly a record). Each teacher got \$50 for their classroom libraries. Total over \$3000 left for the librarian to use.
 - iii. Will make sure to make volunteer sign-up more visible.
 - iv. Spring book fair during conferences
 - v. BOGO book fair during events in the Spring

5. Chair reports – UPCOMING events

- a. Quiz Bowl (November 4) - Jennifer Stensaas
 - i. Communication plan - also add to school newsletter; include a lot more notifications and possibly include specific details on what the school may use it for to help promote the ideas; include mention of the prizes involved.
 - ii. New video coming from Mayor Paul
 - iii. PTO biggest fundraiser, quizzing the kids on grade appropriate questions
 - iv. November 4th - administered online using iPads/Chromebooks
 - v. Online platform to collect pledges
 - vi. Goal \$18,000
 - vii. Packets will be ready to go out in Friday folders this week; prizes for classrooms who win various categories.

- b. Skate City (DATEs TBD)
- c. Movie Night (DATE TBD) - Margaret Carmody

6. Chair reports - ONGOING events

- a. Rewards Programs
 - i. [AmazonSmiles](#) Rewards - (0.5% of sales, distributed quarterly) Needs ongoing communication plan
- b. [Ronald McDonald's Pop Tab Program](#) - Does the school still want us to collect these and deliver them?

7. Principal's report - Mrs. Bell

- a. Communication system with the schools is new so there are some issues that are being worked out.
- b. Year is off to a great start.

8. Financial report - Tim Purintun

- a. Expenses - teacher meals & quiz bowl prizes - make sure to submit to Tim for reimbursement
- b. Mystery check to the PTO with a memo "freezer"
- c. Anonymous donation of \$500 submitted online
- d. Proposed budget - initially the same as prior years
- e. Updates - Motion to approve Teacher Purchase Card distribution and the Distribution to Teachers (\$8/student) from the budget - remaining funds from prior year missed distributions - Motion _____ Amanda _____ and 2nd _____ Erin _____

9. Old Business

- a. Update PTO Bylaws

10. New Business

- a. Mentor den - reimburse \$883 to renovate a classroom into a Mentor Den
- b. Update staff lounge

11. Adjourn - Motion _____ Dori _____ and 2nd _____ Jennifer _____

Next PTO meeting will be November 14, 2022 @ 5:30pm in the library

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