

Robert Frost PTO Meeting - Monday, September 11, 2017

Attendees: Jill Smith (President) Jennifer Stensaas (VP), Tina Zhang (Treasurer), Julie Person (Secretary), Colleen Werner (Principal), Jaime Bell (Admin Intern), Jessica Peterson (3rd grade), John Pagone, Kristina Kuhnert, Jennifer Hoelsing, Tami Burkard, Julie Parker

- Welcome and introductions - Jill Smith
- Approval of the agenda - Jill Smith
 - Jennifer Stensaas motioned to approve the agenda
 - Tina Zhang 2nd to approve the agenda
- Approval of March 20th minutes - Jill Smith
 - Tami Burkard motioned to approve the minutes
 - Jennifer Hoelsing 2nd to approve the minutes
- Additions to the agenda- Jill Smith
 - No additions or deletions.
- Online Donations - Online donations are a new option this year. Jill provided a sheet explaining the process. We have a payment processor called Braintree, which is secure and still fits with our bylaws as the registering bank account cannot be changed and the funds can only be dispersed to that account.
- Chair Reports - Jill Smith
 - We still need a chairperson for the following events: Cardboard Challenge, Science Fair, Art Show/Ice Cream Social, and SkyZone & Skate City fundraisers. We need additional help for the Wellness Council and the Technology Team.
 - Boo Hoo/Yahoo (Jennifer Stensaas) We did bags with tissues and chocolate this year instead of the breakfast. We need more help next year as the kindergarten lines are split between two different doors. We handed out 40-50 bags. There was a suggestion to have a PTO pop-up tent next year with coffee and donuts. Perhaps ask if Flyboy will donate day old donuts.
 - Peace Festival - (Colleen Werner) The Peace Festival will be held on September 21st from 6-7:30pm. There will be a variety of food and dessert trucks there. We need PTO volunteers to help supervise the activities. Ms. Werner will send out a sign up genius link with 30 minute time slots. Phil Baker will perform at the event again and he will also do an artist in residence program with the kids the day before so they are familiar with the songs at the festival.
 - Cardboard Challenge (Jill Smith) Our committee chairperson is no longer able to head up this event so we need to find a new person.
 - Conference Meals (Jill Smith) Danyelle Cleveland is still willing to organize this. Jill found a lot of plastic containers and paper products in the PTO storage closet so she will take those off the list for fall conferences so we can use some of those up.
 - Quiz Bowl (Jill Smith) We set a date for the Quiz Bowl for Friday, November 17th. Jill has a focus group of teachers to gather feedback on the process. Some ideas are changing questions to multiple choice for the older kids so they can take the

quiz on their chromebooks independently, having an assembly to highlight items that we use our fundraising dollars on and to encourage kids and staff to participate, having more community celebrities in to administer the quiz, and having the quiz on ipads so there's still community involvement, but scoring would be less time consuming.

- Treasurer Report - Jill Smith and Tina Zhang
 - Jill added notes to the budget line items to make it easier to understand. She added a line for website expenses for \$162 so our website is hosted by an independent company so it can carry on from year to year and not be tied to a parent's account. We also added a line item for \$500 for staff t-shirts. We carried over \$2,000 from last year for the bookroom maintenance as well as \$5,000 to cover the beginning of the year's expenses so our checkbook balance is \$7,142.12. The teacher breakfast and boo hoo/yahoo bags both came in under budget. The proposed 2017-18 budget was approved.
- Principal's Report - Colleen Werner
 - The first staff meeting of the year will be on 9/20 at 3pm in the science lab. We can present to the staff our plans for the 2017-18 school year.
 - There will be a NED assembly on 9/22. It stands for Never give up, Encourage others, Do your best. They are storytellers and yoyo through the assembly. It's a free assembly through their "pay it forward" promotion. We will sell yoyos after school the week of 9/25-9/29 from 2:35-3:05pm. Ms. Werner will send out a sign up genius link for those shifts. There will be a "NED Zone" on the playground for 2 weeks after that so the kids can practice their yoyoing.
 - Ms. Werner is exploring how much it would cost to add another play set on the playground. She will get back to us about the approximate costs and we can talk about doing a big, capital fundraiser.
- Adjourn
 - Jennifer Stensaas motioned to adjourn the meeting.
 - Tina Zhang second to adjourn the meeting.