



## Parent-Teacher Organization

### Meeting Notes

February 7, 2022

9:00 a.m. via Zoom: <https://us02web.zoom.us/j/86058004317>

#### 1. Welcome & Roll Call

- a. President – Laura Jester
- b. Vice President – Heather Farley
- c. Treasurer – Brenda Wood - Absent
- d. Senior Party Treasurer – Stephanie Heiberg
- e. Secretary - Nicole Trebil
- f. Calendar - Brenda Wood - Absent
- g. Communications - OPEN
- h. Event Coordinator – Kelly Robert
- i. Staff Appreciation – Sarah Fahning
- j. Student Directory -Jill Szczepaniak
- k. Social Media - Andrea Miller
- l. Volunteer Coordinator – OPEN
- m. Website – Tracy Bredehoft - Absent

#### 2. Approval of Minutes – ACTION ITEM

- a. January 10, 2022

**MOTION** to approve minutes from Jan 10, 2022 PTO meeting by Heather Farley, second by Andrea Miller. Motion passes unanimously.

#### 3. Review Financial Reports – ACTION ITEM

- a. February 2022 PTO Budget Report – Brenda reported via email that the budget is on track and there were no big changes since the last report. The dining for dollars event at Noodles raised \$118.
- b. February Senior Party Budget Report - Stephanie reported they adjusted a few line items – silent DJ, inflatable surplus

**MOTION** to approve budget reports by Heather Farley, second by Jill Szczepaniak . Motion passes unanimously.

#### 4. Staff Appreciation – Sarah

- a. February 14<sup>th</sup> Valentine’s Day Event – all staff
  - i. Cookies and hot chocolate – use school catering for the cookies
- b. February 28<sup>th</sup> Conference Café – teachers and paras
  - i. Will request cash donations and pop, water, grab and go goodies donations via newsletter and social media starting 2/14
  - ii. Confirm Great Mandarin catering costs
  - iii. Laura to create SUG for donations

- iv. Andrea Miller to help promote via social media and Sarah will confirm time
- v. Need to update website

**5. Self Defense Event Update – Kelly**

- a. March 14<sup>th</sup> 6:30 p.m. in Auditorium and Main Gym
- b. Brenda, Kelly, and Laura to assist that evening
- c. Registration live February 14<sup>th</sup>
- d. \$15 per person; minors must be accompanied by paying adult; scholarships available
- e. Masks required; no waivers required
- f. Kelly has confirmed with all presenters and will confirm pricing – approx. \$300
- g. Kelly will give welcome and introductions
- h. Metro Karate will distribute handouts for free trial class
- i. Kelly will also have directional signage on doors
- j. Kelly to send reminder email with parking, mask requirement, etc
- k. Language on website to be revised slightly

**6. Mental Health Resources Update – Brenda**

- a. Monday, April 4th EP Connects Session
- b. Deb Cavitt from Minnesota Association for Children's Mental Health will present: Educating parents on signs to watch for in their kids, what to do if they notice something, tips for navigating the mental health world, how to handle a crisis situation and available resources. As a non-profit, they don't charge for presentations like this but do appreciate donations.
- c. Consider approval for \$100 donation to this nonprofit organization
- d. Need to help promote

**7. Principal's Update – Robb**

- a. Last conference May 11 – TBD on what to do for appreciation
- b. Food Truck for end of year was well received and staff loved it
  - i. Shoot for 6/10 if possible
  - ii. Tues 6/2, Thurs 6/7 – other possible dates
- c. Think about setting up another appreciation after Spring Break
- d. How can we make reassessment clearer and support learning?
  - i. Implementing reassessment form in second semester that student will initiate; let Robb know if we have feedback

**8. 2022/2023 PTO Members Needed – Laura**

- a. Secretary
- b. Communications
- c. Volunteer Coordinator
- d. Directory
- e. Heather will put a blurb in CMS newsletter asking for open volunteer positions

**9. Communication – Laura and Andrea**

- a. Weekly Newsletter
  - i. Open registration for healthy relationships
  - ii. Ask for donations for staff appreciation
- b. Social Media
  - i. Andrea is looking for photos and info to promote mini grants

**10. Website - Tracy**

**11. Other Business**

- a. President's Council – Heather
- b. Planters – Sarah
  - i. Nothing until Spring
- c. PTO Meeting schedule
  - September 13, 2021
  - October 11, 2021
  - November 15, 2021
  - January 10, 2022
  - February 7, 2022
  - March 7, 2022
  - April 4, 2022
  - May 9, 2022

**12. Adjourn**