



Parent-Teacher Organization

Meeting Notes

January 9, 2023

In Person in Staff Lounge

1. Welcome & Roll Call

- a. President – Heather Farley – Absent
- b. Vice President – OPEN
- c. Treasurer – Brenda Wood - Present
- d. Senior Party Treasurer – Stephanie Heiberg - Present
- e. Secretary - OPEN
- f. Communications – Heather Farley
- g. Event Planner – Donnell Krueger - Absent
- h. Staff Appreciation – Sarah Fahning - Present
- i. Staff Appreciation – Jeannie Welter - Absent
- j. Student Directory -Heather Farley
- k. Volunteer Coordinator – Stacey Koehler - Absent
- l. Website / Social Media– Julie Peyer - Present

2. Approval of Minutes – ACTION ITEM

- a. November, 2022 (attached)
**Julie motions to approve – Stephanie seconds – motion approved.*

3. Review Financial Reports – ACTION ITEM - Brenda and Stephanie

- a. 2022/2023 PTO Budget Report – Brenda will bring to Monday meeting.
**Staff Appreciation Donations were way down in December due to communication issues with the e-mails that were sent. Information was not always included with links. We received just over \$600 in donations and spent \$2100. We have enough funds to cover the difference and will try to increase donations for the second half of the year. We should have about \$500 profit from directories and can use this money for staff appreciation also if needed.*
**Reviewed mini-grant numbers. We have spent just over \$5,000 so far this year and have 4 mini-grants left to fund yet. Spending is on track with what we approved.*
**Brenda motions to approve – Julie seconds – motion approved.*

4. Staff Appreciation – Sarah / Jeannie

- a. December 14 – Conference Meal Debrief
**December event went well. Food was gone except salads leftover. Grab and Go table after the lunch was appreciated by the staff to help get them through the long evening of conferences.*
**Potential for March conferences – coffee cart and treats.*
**Need to verify conference dates and which date will be in person for March.*
**Sarah will ask Jeannie to contact coffee truck to confirm date.*
**Planning food truck again at end of year for all staff.*

5. Events – Donnell

- a. Select Date/Topic for next event

**Discussion: Possible community event to ask for fundraising for senior party or staff appreciation. End of February on a Tuesday or Thursday. Potential topics: Senior planning, college resources, mental health, meet & greet with school admins. Potential locations: Mi Pueblo Mexican Restaurant, High School, Fat Pants. Ask for donations for senior party and conferences. Possible dates: Feb 23 or Feb 28. Win a senior party registration for in person attendance.*

**Will ask Heather to confirm a date with Nate and run the idea past him for the meet and greet with various administrators.*

**Will ask Donnell to start looking at dates and potential options.*

**Stephanie will talk with Senior Party committee about using this opportunity to gather donations for party and/or auction off parking spots, free senior party registration, etc.*

6. Principal's Update – Nate Gibbs

- a. Nate will stop in when he can

**Nate was not able to join us.*

7. Senior Party – Andrea / Stephanie

- a. Graduation and Party date has been changed to June 8th. This was a surprise to all. Should talk with Nate about the impact this has on Sr. Party as vendors have already been paid deposits and date of services confirmed. Party committee working on contacting vendors for date change, and financial impact.

**Graduation was on Friday, June 9 and was just moved to Thursday, June 8 at Target Center. Senior party will now be moved to Thursday, June 8 right after graduation as it has always been.*

8. Website – Julie

**Julie has list of mini-grants and will be promoting what we purchased with funds this year and ask for donations for next year with a link.*

9. Directories – Heather

- a. These have been ordered. Expected delivery this week. Heather will distribute to Advisory teachers as soon as we have them.
- b. Heather has invoice and will forward to Brenda for payment once we have the directories in hand.

**This will be our last year for printing directories.*

10. Other Business

- a. Planters – Sarah
- b. Dining For Dollars – Heather
 - i. Naf Naf – January 18th – Heather checking on this – they are radio silent at the moment.
 - ii. Panera (Chanhassen) – March 15th

**Will ask Heather to talk with Nate and see if there is a better date/time that works for him so we can try to find a time that will allow him to attend our meetings each month.*

11. Adjourn - **Meeting adjourned at 9:45 am*