

## **Minnewashta Elementary PTO Meeting Minutes**

**Nov. 15, 2016**

6:30 p.m. to 8:30 p.m.

Minnewashta Elementary Media Center

**PTO Present:** Melissa Uittenbogaard, Molly Booton, Tamara Barry, Katy Friesz, Kerry Hudgens, Vicki York, Erin Nelson, Rachel Turnbull, Cindy Address (principal)

**PTO Absent:** Carrie Allerdine, Erin Marasco

**Others Present:** Sharon Alexander, parent participants

*Melissa Uittenbogaard, Co-President, called the meeting to order at 6:30 p.m.*

### **I. Welcome and Introductions, Melissa Uittenbogaard and Molly Booton**

### **II. Secretaries' Report, Katy Friesz and Vicki York**

**Motion:** Tammy Barry moved to approve the Oct. 2016 meeting minutes. Erin Nelson seconded. Motion carried without dissent.

**Action:** Vicki will write thank you notes to event chairs for October and November volunteer events: book fair, picture day, monster mash, teacher appreciation, Ben & Jerry's (Mike).

### **III. Treasurer's Report, Erin Nelson and Tammy Barry**

Still reconciling book fair and monster mash. Finances are in good standing. Preliminary book fair and monster mash income \$3,777 and \$4,265, respectively. Estimated net for monster mash is \$2,200.

### **IV. Book Fair Report, submitted by Becca Hedrick**

Book Fair was a huge success. Engaged 52 volunteers in two days. Goal was to increase sales from last year; sales increased 19 percent. Most successful *All for Books* campaign, which provides book donations to families facing adversity; purchased 88 books for ECFE and 17 books for MWA families. New marketing for the event included a video to classrooms, bag to encourage *All for Books* donation, and the coloring contest. Scholastic dollars earned by the book fair now purchase Minnewashta's subscription to Scholastic News; formerly the PTO budget paid for Scholastic News subscription. This change has led to a discounted price to MWA. For future years, book fair organizers and PTO will need to keep in mind that about 2,000 Scholastic dollars are needed, upfront, to run the book fair. Should plan to budget Scholastic dollars accordingly to cover upfront book fair costs and the subscription to Scholastic News. Committee provided suggestions for future, including a dedicated marketing plan.

### **V. Monster Mash Report, Sharon Alexander**

Very successful—about 900 people! Crowd flow much better this year, in part because we used the West gym and cafeteria, vs. just the gym last year. Kept bleachers up and provided a few chairs, which helped with space and kid crowd control. Ben & Jerry's great caterer. Estimated profit is \$2,242. Committee suggested providing another option for water—perhaps Ben & Jerry's could sell.

## **VI. Vice President's Report, Erin Marasco**

No new enrichment requests this month. Enrichment funds still available. Remind teachers.

STEM Fair is Nov. 29. Exhibitors still needed.

**Action:** Cindy will remind teachers that enrichment funds still are available.

## **VII. Volunteer Coordinators' Report, Carrie Allerdig and Rachel Turnbull**

October and November were busy months for volunteers! All events were fully staffed. After spring 2017 book fair, we'll need new book fair chairs; will start to recruit potential event chairs to shadow current team.

Parent suggested adding "Minnewashta" to the email messages that come from Sign-Up Genius.

### **Action:**

- Rachel will look into changing Sign-Up Genius settings to include "Minnewashta Volunteer Coordinators."
- Rachel, Carrie and Cindy will connect with Carol or Jen for a list of welcome/check-in volunteers that will be needed each month throughout the rest of the year (e.g. grandfriend's day, Kindergarten I Can Do Anything day, fifth grade graduation).

## **VIII. Fundraising Director's Report, Kerry Hudgens**

The next big fundraiser is Give to the Max on Nov. 17. Donations accepted in advance, online. The board discussed providing a potential matching donation to MWA family gifts.

Kerry is tracking on the following ongoing fundraisers: Mabel's Labels, Box Tops for Education, and Kowalski's receipts. Families can provide input on the calendar—what was helpful and what could be changed.

**Action:** Contact Melissa by Wednesday evening, if you'd like to participate in a board match.

## **IX. Presidents' Report, Melissa Uittenbogaard and Molly Booton**

Board signed cards for teacher families experiencing hardships.

PTO/PTA presidents attend a monthly District Leadership meeting. Melissa shared some of the inspiring accomplishments and updates:

- Dream Makers fundraising gala, Feb. 4 at U.S. Bank Stadium; tickets available in January.
- TonkaServes Ceremony recently took place. District provides options for students at all grade levels to track their volunteer service hours. Hours are cumulative and may apply to a service "letter" in high school. Michelle Seets is the new TonkaServes manager.

Melissa and Carrie discussed MWA parents who may be able to assist with creating short videos to promote events and foster school community.

## **IX. Principal's Report, Principal Cindy Andress**

Principal Andress shared the Facebook video featuring classes engaged in fitness drumming and exercise balls. Very positive feature and good example of successful innovation at MWA. Watch for more Facebook posts between now and beginning of December.

Design-based Pilots: Our school recognizes the different needs, especially for movement, that our students have. Cindy and teachers are piloting projects with new types of chairs/furniture that allow for more movement. The entire team is working to better understand how we can help kids learn through movement—both academics and how to manage their bodies.

MWA received 11 more stationary bikes. Kids have been going out for bike rides and runs in the morning. Soon we'll begin intentional planning and decision-making on the playground renovation.

## **X. Announcements**

Next meeting is Tuesday, Dec. 20 at 6:30 p.m. in the MWA Media Center.

*Meeting adjourned at 8:00 p.m.*

*Respectfully submitted by Katy Friesz, co-secretary.*