

Hugo & Oneka PTA

PTA. Every Child. One Voice.

Meeting Minutes - **Approved 4/27/20**

February 24th, 2020 - 6:00pm

Hugo Media Center

Call to order: 6:01 by Chrissi Miller (VP)

Quorum met!

Board Members in Attendance: Lori Mosser (Oneka Principal), Chrissi Miller (Vice President), Katie Jones (Secretary), Toni Brandvold (Kindergarten/Co-Treasurer), Lauren Schleicher (Co-Treasurer)

PTA Member Attendees: Michelle Allshouse, Christi Anthony, Kari Milhofer, Molly Carruthers, Ethan Carruthers, Chrissy McIntosh

District Member Attendees: Katie Solem- 4th grade, Elizabeth Ulmer- 3rd grade

District Non Member Attendees:

Non Member Attendees: Tara Ball

1. Vice President's Welcome & Introductions - Chrissi Miller

- President Becca Engberg was on vacation.
- Vice President, Chrissi Miller lead the meeting.
- We shared our names, roles, and students' grades/teachers.

2. Secretary's Report - Katie Jones

- Approve January meeting minutes
 - Michelle Allshouse made a motion to approve.
 - Molly Carruthers seconded the motion.
 - Members voted - January minutes were approved!
 - Minutes will be posted on both the school and PTA websites.

3. Treasurer's Report - Lauren Schleicher

- Current budget by the numbers:
 - Budgeted Expenses: \$52,680.00
 - Actual Expenses YTD: \$23,972.98
 - Projected Income: \$52,680.00
 - Actual Income YTD: \$49,522.20
 - Needed to cover budgeted expenses: \$3,157.80

- Income Updates
 - Box Tops - final submission complete, check coming
 - Benevity - corporate donation match from Ameriprise Financial - mystery donor!
 - Securian - employer match confirmed!
 - Boosterthon - Glow Bears Fun Run closed the gap!
- Expense Updates
 - Artist-in-residence winter payments made
 - Enrichment Assembly for Oneka (Ben Franklin)
 - Plans for Hugo enrichment assembly?
 - Rollerskating Night - 352 skaters @ \$4/ea = \$1,408.00
 - Almost \$8,000 in teacher classroom expenses remaining.
 - Remind your teachers!
- Annual Report update
 - Received letter from MN Attorney General - incomplete annual report submitted.
 - Accountant - Mida - resent proper information to complete annual report.
- Approve the February budget
 - Motion made by Kari Milhofer
 - Motion seconded by Michelle Allshouse
 - Members voted - treasurer's report and budget approved!

4. Principals' Reports

- Brian Morris (Hugo)
 - Mr. Morris was not able to attend this month's PTA meeting because he was at the school board meeting supporting a presentation of our annual Achievement and Integration Report to the board.
 - Mrs. Moser shared his report.
 - Hugo had excellent attendance at conferences last week, and the book fair appeared to also be well attended.
 - Teachers are using conference "flex hours" to meet with families that were unable to attend the two conference nights.
 - Kindergarten registration is in full swing.
 - Hugo has the same number of incoming K students registered today as they had on the same date last year!
 - If you have an incoming kindergarten student who has not yet registered or a neighbor or friend with an unregistered kindergartener, please encourage them to complete the online registration as soon as possible.
 - If they need any help, they should contact Joelle Sather in the front office.

- Lori Mosser (Oneka)
 - Thanked our PTA for providing a delicious soup and salad meal for our staff during conferences!
 - Shared a big congratulations and thank you to the *The Grunch* musical cast, directors, and volunteers.
 - Tickets are still available to purchase online at Ashland Productions, through the ACT program.
 - Performances this Thursday and Friday evening, 7:00 pm, and both Saturday and Sunday at 1:00 and 4:00 at the Maplewood Community Center.
 - Such incredible talent exists in our school and among our parents and guardians!
 - Oneka Reads wraps up this week.
 - One student from each class (2nd-3rd grades) will be drawn to throw marshmallows at Mrs. Mosser in an assembly on Friday.
 - For “banning” books in the library this month (in conjunction with our 4th - 5th grade book) Mrs. Mosser will be duct-taped to the wall during lunch!
 - 5th Grade Musical Performances:
 - March 5, 2020
 - 6:00p - Case/Weissman/Barnett
 - 7:15p - Bates/Clark/Berlin
 - 4th Grade Artistic Performances:
 - March 31, 2020 - 4th Grade
 - 6:00p - Kopp, Schulte, Juran
 - 7:15p - Barrett, Dickinson, Haug
 - Jump Rope for Heart
 - March 26th
 - 2:00 - 3:00 pm
 - ****Strengthening & Serving Our Community****
 - Oneka Community Feast and Conversation
 - Thursday April 30th, 2020 from 5:30-7:30pm
 - Oneka Elementary Gym; Child care in the Media Center
 - The purpose of this community dialogue is to unify families in the Oneka community, celebrating differences while uncovering commonalities and connections that will be sustained for years.
 - Goals for the evening: (students, community members, staff)
 - Get together with at least 2 people you perceive as very different from yourself and engage in a conversation.
 - Stay connected or allied with at least 1 person or staff person you meet tonight as a way of opening doors of opportunity and sharing our networks with those we’ve

connected with to support social capital building for ourselves, our children and our community.

- More information will be coming as plans are finalized.
- We are looking for as many volunteers as possible!

5. Vice President's Report - Chrissi Miller

- 2020-2021 PTA Board
 - Nominations are now open
 - Treasurer, Co-Treasurer, Secretary positions are maxed out
 - Toni Brandvold, Lauren Schliecher, and Katie Jones have each served two years in their corresponding roles.
 - Discussion of amended by-laws to extend a treasurer position to three years to accommodate not having two new treasurers starting in the same transition year.
 - One of the treasurers could retain position.
 - Abby Gooch (1st grade) - potential for treasurer (check writing)
 - Ethan Carruthers mentioned potentially being interested in the Co-Treasurer's position (record/book-keeping)
 - Lauren Schleicher is willing to run for President.
 - Encouraged others to run; would love an opponent.
 - Election at April meeting

6. Committee Chair Reports

- Recently completed
 - Glow Bears Fun Run - Christi Anthony
 - Really successful - both monetarily and with much enjoyment from staff, students, and families!
 - We received very positive feedback.
 - \$66,103.69 pledged!
 - We reached the 57% retention level with our pledges.
 - ~\$35,000 in earnings
 - Dates set for next year: January 11th-21st, 2021
 - We will have the same program lead (Nicole).
 - We were given an earning guarantee in contract again.
 - Schools usually do even better in second year!
 - This was a learning year.
 - Things to consider for next year:
 - Glow Dance for Hugo (gym was small for a run)
 - More ways to fill Oneka gym space
 - Involving parents
 - Email communication - final fundraiser
 - Box Tops - Katie Solem
 - \$1,000 goal
 - \$1,011.20 - final earning
 - Electronic - can't track by class like we used to do
 - Discussion of logistics of popcorn party

- Don't want to spend a lot of money since this is not a big money-making fundraiser.
 - Emagine Theatre - use for Bingo; usually give us a deal
 - Parent donations
 - Hugo Lions and Lakeview Dental
 - Christi Anthony shared that these businesses wanted to donate to the Glow Run, but didn't get their donations in on time.
 - Reach out to see if they would help sponsor the popcorn party.
- Saints North PTA Sponsored Skate Night
 - Very fun!
 - 352 skaters
 - Parent emailed about getting run into by a skater, falling, and fracturing her arm.
 - Suggested having a safety discussion with students
 - Morning announcements/parent email reminder
- Theatre Night Out - "Frozen"
 - Children's Performing Arts
 - \$11 profit - presale tickets
 - Many shared confusion/misconception of this being a community education event...not understanding its connection to the PTA.
 - Discussed a need for better education and communication to go home to families.
 - Teachers discussed needing better understanding about this event so that they can also promote it to families.
- Hugo Book Fair - Katie Jones and Lauren Schleicher
 - Gross sales - \$7,187
 - Gross sales last year \$6,200
 - New chairs - learned a lot
 - Able to purchase a lot of books for teachers' classrooms and the Hugo Media Center using Scholastic Dollars (profit).
- Conference Dinner - Kristin Garner
 - Went smooth; plenty of donations
 - Staff was very appreciative
- Upcoming
 - Yearbook - Michelle Allshouse
 - Class pictures were taken today
 - Building out class pages
 - Michelle is going to reach out to Joelle/Kristy to have teachers send in several photos for each class since there isn't a Google file this year.
 - Order deadline is Friday (2/28)
 - Oneka Book Fair - Kari Milhofer
 - Set up - April 3rd; Fair - April 6th-9th

- Looking to run an event since no conference over-lap
 - Dads with Donuts, Grandparents, Special Person
 - Donation suggestions - Kwik Trip, Festival, Caribou
- Color Run - May 2nd - Christi Anthony
 - Christi - working with sponsors
 - Brain Cern - planning with the city
 - Will need \$75 check for city
 - Looking for someone to help coordinate volunteer needs/help
 - Boosterthon will help
 - Participants can register at funrun.com
 - Provide some run day supplies
 - Christi will email the estimated cost - (guessing ~\$2,000-\$3,000)
 - Kids already have shirts
 - Other participants can order shirts
 - Plan is to pitch to sponsors and community that will be free, but still accept donations
- Staff Appreciation - Need Chair/Committee ASAP
 - May 4th-8th
 - Themed week
 - Looking to plan something fun for teachers throughout the week
 - Personalized and student artwork
 - Lauren Schleicher will work to send out an email to all parents seeking help/ideas

8. Funding Requests

- Susan Rakoczy - request delivered by Lori Mosser
 - Request #1
 - Breakout Education Kit replacement materials
 - Includes 2 UV lights, 2 locks, 2 sets of invisible pens
 - \$42.91
 - Request #2
 - Silhouette Cameo 4
 - Die-cutting machine for students to be able to create classroom materials, decorations, gifts, class shirts or water bottles.
 - Plan is to make vinyl sheet material available to teachers for \$1 per sheet to maintain stock.
 - Request includes Silhouette Black Cameo 4 Starter Bundle, Permanent vinyl 65 pack, heat vinyl 42 pack, tools, auto blade, kraft blade, standard grip adhesive mats, strong grip adhesive mats, pen holder, case.
 - Total cost \$552.25.
 - Kari Milhofer made a motion to approve funding for both requests (Breakout Box materials @ \$42.91 and Cut-Out machine @ \$552.25)
 - Lauren Schleicher seconded
 - Voted - special funding request approved!
 - Discussion if the funding amount of \$552.25 was for one or two machines

- Clarified that this amount was for one; would need to double if providing funding for both machines.
- *It was decided that we approve 2 of these sets - one for Hugo and one for Oneka - new total cost would be \$1104.50.*
- Amended the vote to include approval for Breakout Box materials for \$42.91 and both Silhouette machines for \$1104.50.

9. Guest - Tara Ball - Victory Nutrition

- “Everybody wants to be healthy” - mission
- Great way to start mornings with protein
- Great products
 - Help with misbehaviors and misqueing
 - Help with digestion
- Aloes, Smoothies, Teas
- Tara brought samples for people to try.
- Excited to be part of the Hugo community.
 - Female/vetran run business in Hugo by Sagers/Speedway.
- Can do fundraisers in the future.

10. Open Forum

- Bright Schoolkitz (school supply packages) - Lauren Schleicher
 - Process
 - Bundle school kits
 - We send our school supply list (grade or teacher)
 - Will do name brand or generic supplies
 - Can customize with optional items
 - They package, label, and deliver to our school
 - Parents can order/opt to shop on own
 - Commitment
 - Fundraising opportunity - can be a fundraiser, or not
 - Decision by March 15 to maximize profit
 - Teachers Katie Solem and Elizabeth Ulmer discussed that this type of thing had done in the past, but wasn't very successful.
 - A lot of work, expensive, and many families opted to bargain buy supplies on their own.
 - Based on feedback, was decided to not follow through
 - Will keep it the same - parents buy supplies from list on their own.
- Christi Anthony asked about Katy Matuzak request for flexible seating
 - Did she get what she needed/wanted?
 - How is it working?
 - Lauren Schleicher will follow- up via email.

11. Attendance Drawings

Chrissi Miller - Grundhoeffter's gift certificate

Ethan Carruthers - Target gift card

**Kari Milhoffer made a motion to adjourn the meeting
Seconded by Molly Carruthers
Meeting Adjourned: 7:16**

**Thank you for your time and dedication to helping our students, staff, and schools!
We appreciate your thoughts, help, and commitment!**

Please join the PTA and give action to your voice; WE need you on our team! Membership forms available at all meetings, and also on our all new website: www.hugoonekapta.org.

Also, please like us on Facebook - Hugo and Oneka Elementary PTA

FREE CHILDCARE PROVIDED DURING EVERY MEETING!!

**Next PTA Meeting:
Monday, March 23rd, 2020 at 6:00 pm
Oneka Elementary Media Center**

