

Hugo & Oneka PTA
PTA. Every Child. One Voice.
Meeting Minutes - **Approved 11/25/19**
October 14, 2019 - 6:00 pm
Oneka Elementary Media Center

Call to order: 6:04 by Angela Thompson
Quorum met!

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

PTA Member Attendees: Michelle Allshouse, Christi Anthony, Brian Cern, Becca Engberg, Stephanie Lohmann, Kari Milhofer, Katie Solem (4th grade), Julie Stonehouse (Instructional Coach), Elizabeth Ulmer (3rd grade)

District Non Member Attendees: Dayne Doeblor (3rd-5th PE), Joan Haug (4th grade), Katy Matuzak (K-2nd Music), Brenda Shea (3rd Grade)

Non Member Attendees: Julie Fritsche and Cassandra Gomez

- **President's Welcome & Introductions - Angela Thompson**
- **Secretary's Report - Katie Jones**
 - Approve September minutes
 - Motion to approve made by Lauren Schleicher
 - Seconded by Lori Mosser
 - Members voted: September minutes approved!
- **Treasurer's Report - Lauren Schleicher**
 - Current budget by the numbers:
 - Budgeted Expenses: \$52,680.00
 - Actual Expenses YTD: \$13,607.57
 - Projected Income: \$52,680.00
 - Actual Income YTD: \$13,373.68
 - Needed to cover budgeted expenses: \$39,306.32
 - Numbers exclude Bingo Night - final numbers not in
 - Classroom Magazine Subscriptions
 - OVER by almost \$300.
 - Potential to be balanced by other line items
 - Fall Fundraiser Update

- Cash/checks: \$9,860.00
 - Paypal Gross: \$4,770.00
 1. Paypal Expenses: \$163.66 (fees)
 2. Paypal NET: \$4,6016.34
 3. Checked on Venmo - not currently available to nonprofits
 4. Katy Matuzak suggested using Fundraise Genius
 - Expenses: \$1,092.66
 - NET Income: \$13,373.68
 - Short by \$11,626.32
 1. additional \$930 in stragglers that came in late 10/11 and 10/14
 - Extending fundraiser by 1.5 week
 1. will run through Friday, October 25th (because of MEA)
 2. announced at Bingo, PTA Meeting, and in a Messenger email blast
 - After 10/28, funds donated will go toward Direct Donations line item
 - Needed: ideas and volunteers to create donation letters
- Suggested that we split Bingo Night and Rollerskating Night into separate line items next year
 - Easier to track individual estimated expenses, etc.
- Check Signers
 - Jason Healy is on leave
 - need to remove him as a signer
 - Lauren Schleicher made a motion to have Lori Mosser, Angela Thompson, Chrissi Miller, Katie Jones, and Toni Brandvold be official check signers
 - Stephanie Lohmann seconded the motion
 - Members voted - Signers Approved
- Approve the October budget
 - Motion made by Michelle Allshouse
 - Motion seconded by Angela Thompson
 - Members voted: Budget Approved!

4. Principals' Reports

- Lori Mosser -
 - Loves working at Oneka and seeing everything that is happening!
 - Extended Day Family Night
 - Monday, Oct 21, 5:15 to 7:00
 - Lights On After School
 - nationwide event celebrating after school programs
 - Pizza and DJ
 - All school Bingo on Halloween
 - no costumes
 - students encouraged to wear black/orange/spirit wear
 - Girls On The Run
 - Citizen (local paper) contacted Lori to write an article

- Practice 5K on Oneka Parkway 10/28
 - 5K Race/Celebration at Mall of America- Sunday, November 10th
- Jason Healy - No report; unable to attend
 - Lori read an update notice from Brian Morris - filling in for Jason
 - Kindergarteners are seeing themselves as readers and writers in literacy and building their number sense in math.
 - First graders are working on being good partner readers in class, writing Small Moment Stories in their journals, and learning simple addition and subtraction.
 - Students learning about empathy in the Second Step curriculum.
 - Theme ties in with this month's book in the Hugo Story Series, "Do Unto Otters".
 - Every student at Hugo will receive a copy of "Do Unto Otters" will participate in a schoolwide activity about the book, and classroom activities related to the book.
 - Kindergarten - 1st Halloween parade at 2:30

5. President's Report - Angela Thompson

- Bond Referendum
 - Vote Yes Committee contacted Angela to get a feel for how things were going in the Hugo area
 - mostly positive
 - Christi Anthony asked if the PTA allowed to promote voting "Yes"?
 - PTA - YES; staff - NO
 - vote Yes shared on PTA website
 - Christi is on the Vote Yes committee
 - making sure information is at school activities
 - back-to-school night, Bingo night, Halloween parade
 - not create a new event, but be present at scheduled events
 - Early voting open now
- Reminder of open President position
 - Angela will need to step down in January, if elected to School Board
- All board positions open for 2020-2021
 - positions are one-year term
 - two year limit in a specific role
 - Angela, Katie, Lauren, & Toni all completing 2nd year in roles
 - Chrissi could return to VP role (completing her 1st year)
- Boosterthon Glow Run
 - Will be held in place of Adult Game Night
 - Game Night was fun, but was a lot of work for little return
 - All school Glow Run in gym (Jan.) and potential school community color run (May)
 - Matt from Boosterathon will come to the November meeting to share more detailed information

- Great program that involves both schools
- includes 8 days of character building by Boosterthon staff
- Guarantee ~\$22,000 profit
 - Will cover deficit, if do not reach goal
 - Pull in national sponsorship

6. Committee Chair Reports

- Fall Fundraiser Direct Donation Drive - Lauren Schleicher
 - We asked teachers and parents to share feedback.
 - Many heard good things
 - liked not selling “stuff”
 - missed the active student involvement piece
 - Cassandra Gomez shared that although parents originally wanted it (spring survey), kind of regretted it after living with it
 - lack of student involvement/drive
 - Discussion of underestimating the value of incentives
 - especially from kids’ perspective
 - no big assembly to get started; used to get kids pumped up
 - no goal rewards (pizza with principals)
 - Katy Matuzak shared how she has involved kids in writing letters to request money in other (non-school) fundraisers
 - successful, but labor intensive/time-consuming
 - Becca Engberg - suggested a Gala
 - Fun event; community building for Hugo and Oneka
 - Big population to pull from
 - Way for parents to give money and get something in return
 - Discussion of past similar events (Gold Plate Dinner) and other schools, especially Lincoln who run similar events
 - Potentially looking at Fall of 2020
 - PTA board/members suggested that Becca do some research and bring ideas to share
 - excitement to learn/hear more
- Bingo - Stephanie Lohmann
 - Very well attended
 - Estimated ~525 people
 - Expenses ~\$250
 - Need to still make returns of extra food
 - Need to figure out more tables for next year
 - We used all cafeteria tables/got 4 tables from Hugo Lions Club
 - We didn’t have tables from Matt Thompson, like the past two years
 - Don’t want people to not come because too busy/no seating
 - Stephanie suggested keeping same budget to allow for table rental
 - Elizabeth Ulmer questioned the Bounce House
 - Is it needed?
 - distraction to Bingo

- hard to manage
 - Christi Anthony commented that it is a draw, especially for younger children; suggested announcement to parents to control/parent children (not a free-for-all)
 - may need adults working crowd control/Bounce House shifts
 - add to Sign-Up Genius
 - 408 pounds of food to Hugo Food Shelf
 - more than last year
 - New chair needed - someone to shadow
 - Stephanie here to help one more year
 - Suggestion made by Angela Thompson to add two board members to count money to the organization/to-do list (Sign-Up Genius)
 - Could count after event
 - Money could be locked in vault and counted at a later date/time
- Candy Buy Back - Katie Jones
 - Signature Orthodontics sponsored contest for local elementary schools
 - Bring in extra/unwanted wrapped Halloween candy to our schools
 - Friday, November 1st - Monday, November 4th
 - Candy due at Signature by 5pm on 11/4
 - school that donates the most amount (weight) of candy wins money
 - \$1.00/pound of the total amount that school donated (\$1,000 max)
 - All candy will be donated to the Ronald McDonald House
 - Katie will be looking for people to help transport candy on 11/4.
- Oneka Fall Book Fair - Kari Milhofer
 - November 18th-21st
 - Will cover 2nd conference night
 - Includes a non-school day
 - Not sure of 3rd grade math event that has overlapped in past years
 - Note: Elizabeth Ulmer emailed Katie Jones/Kari Milhofer on 10/16 to notify that 3rd grade math dates had been set for Nov. 19 and Nov. 20, starting at noon with the biggest rush anticipated for 12:20-1:00
 - Money earned goes to both schools (Scholastic Dollars)
 - Includes all teacher wish lists
 - Can buy a book to donate to classroom/teacher
 - New location
 - Back of media center, by glass classroom
 - Theme - Arctic Adventure
 - Katie Solem asked if All For Books (round up purchase) money could go towards books for weekend food bags
 - Volunteers earn \$5 Scholastic Money for every shift
 - Sign-Up Genius to come soon
- Box Tops - Katie Solem
 - 1st submission coming in November
 - Discussion about past contest to reward top classroom for each grade
 - Feasible with electronic submission?

- Can't track
 - Discussed a school-wide goal
 - again, hard to gauge (amount) with new receipt scanning
 - discussed setting a low goal to boost interest and moral
 - reward for all students - popcorn; pjs
- Boosterthon Glow Run - Confirm Committee Chairs
 - Will discuss in more detail at November meeting
- Yearbook - Michelle Allshouse
 - Photos coming in
 - Promote with staff, especially older grades
 - Need to set up a Google drive to share photos - Lori will work with Kristy Rockford, Joelle Sather, Jen Durand
 - Lauren Schleicher mentioned ~\$444 deposit from yearbook add-ons made over the summer
 - Katie Solem asked about scholarships for those who cannot afford
 - Michelle stated that there is already something built in
 - not formal - based on free/reduced lunch list
 - works with Kristy Rockford to determine need

7. Funding Requests

- Amy Corner (2nd grade) - Bussing to Keystone 2 times/year
 - 1.5 hours
 - Students play math games, recite poetry, recite reader's theatre
 - Asking for \$90 for bussing
 - Lauren Schleicher - made a motion to approve
 - Michelle Allshouse - seconded the motion
 - Members voted: Motion passed
- Katy Matuzak (K-2nd Music) - Flexible Seating
 - Has great space at Hugo; needs seating options
 - Currently only floor seating
 - Does not work for all students
 - Lessons involve a lot of movement; but flexible seating needed
 - Balance balls, lap desk; options other than floor with clipboard
 - Spread out seating (not all on top of one another)
 - Allow for movement
 - Seating would benefit 300+ students
 - Asking for \$500 for various flexible seating options
 - Christi Anthony - made a motion to approve
 - Brian Cern - seconded the motion
 - Members voted: Motion passed

8. Open Forum

- Everyone Belongs - Lauren Schleicher
 - Inclusion project of the Forest Lake area
 - Joint project with Forest Lake Area School District and the YMCA Equity Innovation Center - including surrounding areas

- Goals
 - Bridge cultural differences; understand diversity; create awareness of cultural uniqueness; recognize opportunities for inclusion
- Learning Series - all sessions held at Forest Lake High School Cafeteria
 - Oct. 29th 6-8:30pm - Unconscious Bias
 - November 12th 6-8:30pm - Dimensions of Diversity
 - November 19th 6-8:30pm - Cultural Lens
 - free childcare available
- free - open to all community members
- clock hours (CEUs) available to teachers/admin.
- Katie Solem - books for weekend bags
 - Wondering about reimbursement
 - Lauren will look at where it came from in the budget from last year

9. Attendance Drawing

- Target - Toni Brandvold
- Grundhofer's - Julie Stonehouse
- Oneka Parking Spot - Katie Jones

Motion made by Chrissi Miller to adjourn the meeting

Seconded by Lori Mosser

Meeting Adjourned: 7:20

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. Check it out!!

FREE CHILDCARE PROVIDED DURING EVERY MEETING!!

**Next PTA Meeting:
Monday, November 25, 2019 @ 6:00 pm
Hugo Elementary Media Center**

