

Hugo and Oneka PTA Minutes

April 15th, 2019 - 6:00pm

Oneka Media Center

Approved - May 13th, 2019

Call to order: 6:02 by Jason Healy

Quorum met!

Board Members and District Attendees in Attendance: Terry Dahlem - Oneka Principal, Jason Healy - Hugo Principal, Cassandra Gomez - Vice President, Katie Jones - Secretary, Toni Brandvold - Treasurer, Lauren Schleicher - Co-Treasurer, Ellen Fahey - WBL School Board Liaison, Lori Mosser - Central Dean of Students/future Oneka Principal

PTA Member Attendees: Chrissi Miller, Kristi Beck, Danielle McClellan, Christi Anthony, Katie Solem, Michelle Allshouse, Kari Milhofer, Ethan Carruthers, Molly Carruthers, Melissa Steussy, Stephanie Lohmann, Jennifer Larson

Non Member Attendees: Megan Majerle, Emily Heller

1. President's Welcome & Introductions - Angela Thompson

- The Hugo/Oneka PTA would like to extend a huge welcome to Ms. Lori Mosser, Oneka's new principal for 2019-2020!
 - 20+ years in education
 - Dean of Students at Central Middle School
 - many connections with siblings

2. Secretary's Report - Katie Jones

- Call to approve March meeting minutes
 - Lauren Schleicher made a motion
 - Jason Healy seconded the motion
 - March minutes approved!
 - posted on the website
- Confirm Committee Chairs for 2019-2020
 - We confirmed committee chairs
 - Fall Fundraiser (Cherrydale Farms) - Molly Carruthers
 - Kristi Beck and Katie Solem to help
 - Bingo Night - Stephanie Lohmann
 - Oneka Book Fairs - Kari Milhofer
 - Box Tops - Katie Solem
 - Teacher's Conference Dinner (February) - Kristin Garner
 - Hugo Book Fair - Katie Jones and Lauren Schleicher
 - Adult Game Night - Angela Thompson
 - Color Run - Jen Larson and Heather Comstock
 - Staff Appreciation - Michelle Anderson

- Yearbook - Michelle Allshouse and Kristi Beck
- Volunteer Coordinator (new) - Cassandra Gomez
- Website (new) - Molly Carruthers
 - Katie Solem discussed that the district is working to revamp new website; suggested working with them
 - Discussion that it would be better to have a link to our own PTA website on school website
 - Nick Marty (technology/innovation coach) has volunteered to help
 - Need to form a committee
 - Molly, Nick, Lauren, Angela, Katie?
- PTA Outreach/Marketing (new) - Christi Anthony?

3. Treasurer's Report - Lauren Schleicher

- Amazon Smile deposit!
 - \$162.81 in February
 - Unknown frequency of deposits
- Teacher Reminders about Classroom Support funds
 - March 21 - put classroom support reminders in teacher mailboxes
 - DEADLINE - MAY 3, 2019
- Adult Game Night success!
 - Expenses approx. \$2313.45
 - Income \$5572.09 (waiting on \$100 from final silent auction)
 - Net income (approx.) \$3258.64
- New donation receipt form
 - For direct donations and/or donation of goods
- Budget-at-a-glance
 - FYTD Income \$34,457.90
 - Funds needed to cover budget: \$20,842.10 (if we spend every dollar)
 - Projected Income: \$20,000+ (Color Run - removed Adult Game Night, Ashland, Yearbook)
 - Shortfall of about \$800
 - did not include Adult Game Night
 - Budget Left to Spend: \$25,049.14 (if we spend every dollar)
 - Expenses Actual: \$30,250.86
- Budget planning meeting set for May 6, 2019 - setting 2019-20 budget
- Jason Healy made a motion to approve the budget
- Stephanie Lohmann seconded
- Budget passed!

4. Principals' Reports

- Jason Healy (Hugo)

- Kids N Biz
 - carnival feel, promoting local businesses; great family event
- No School - April 19th - Staff Development
 - Social/Emotional health in trauma (Heather Boorman)
 - Collaborative Inquiry - teacher work time
- Kindergarten Round Up - April 23rd
 - students in classrooms; parents in media center for presentation
 - build enrollment numbers
 - Jan 12th - 60 enrolled; currently 128 enrolled
 - projected numbers: ~160-170 students
 - numbers help with staffing
- Terry Dahlem (Oneka)
 - Hugo and Oneka combined strategic plan approved by Superintendent!
 - Professional Development - April 19th
 - Strategic planning update
 - ADHD training
 - Tier 2 math intervention wrap-up
 - MCAs for grades 3rd-5th start April 16th
 - a lot of sleep
 - emphasize that kids do their best work
 - Facilities Study/Plan - (Ellen Fahey added to discussion)
 - last meeting was on April 4th
<http://www.isd624.org/about/Facilities-Planning.asp>
 - Plan is evolving; a lot of moving parts
 - Solutions Committee will present on Monday, April 22nd at 5:00 - District Center
 - Recordings and videos on district website under “About” tab
 - Plan is that Hugo/Oneka to separate in ~5 years (doesn’t necessarily mean will happen)
 - how affect PTA?
 - Terry suggested doing some planning and thinking
 - top “plan” - Oneka - ~720 students; new school ~720 students; Early Childhood housed at Hugo Elementary
 - May 2nd - 1st grade students are coming to visit in Oneka
 - May 30th - 5th Grade Living History
 - present afternoon and evening at 6:30
 - Media Center changes
 - acoustic paneling to come (big expense)
 - glass classroom; soft seating
 - Julie Stonehouse (media/GT) presented at the HBA meeting (4/10)
 - seeking to add a reading loft/tree in library “nook”
 - Dan Nadeau helped design
 - Schweiters Companies, Inc. (Hugo business) to donate materials
 - looking for building crew - connect with Julie Stonehouse, if have any interest in helping julia.stonehouse@isd624.org

5. President's Report - Angela Thompson

- no report - not present (sick)

6. 2019-2020 PTA Board Elections

- Accepting last-minute nominations
 - none
- Terry Dahlem stated the names/position nominations
 - Angela Thompson for President
 - Chrissi Miller for Vice President
 - Katie Jones for Secretary
 - Toni Brandvold for Treasurer
 - Lauren Schleicher for Co-Treasurer
- With only one candidate per position, by-laws state we can hold a vocal vote
 - Michelle Allshouse made a motion to vote those nominated to the 2019-2020 PTA board
 - Cassandra Gomez seconded the motion
- Election - all five candidates voted in!
 - Welcome back, Angela, Katie, Toni, and Lauren!
 - Welcome to Chrissi!
 - Thank you Cassandra for her VP service!

7. Committee Chair Reports

- Adult Game Night (March 29th) - committee
 - Moved to January
 - Learning curve - much to build on for next year!
 - Successful and fun adult/community event
- Oneka Book Fair - (April 8th-11th) - Kari Milhofer
 - new cash registers worked well
 - snow day cancelled the fair on 4/11; was extended through 4/12
 - lost entire conference day (parent traffic)
 - only down \$1,000 in sales
 - ~\$9,000 total sales; still waiting to hear Scholastic Dollar earnings
 - \$3,000 spent on books for media centers & books for teachers' classrooms
 - "All for Books" - donations purchased 28 books for summer lunch bags
 - discussed potential need for different location next year
 - media center challenges
 - now used as a classroom
 - new layout - had to move things around to fit
 - potential of losing "bubble" room due to loft - less space
 - suggestion of stage
 - hard because can't close/lock
 - before/after school
 - dirty lunch hands
 - suggestions of keeping in the media center, but working to revamp layout/library use those weeks a bit

- PTA Sponsored Teachers' Conference Dinner (April 11th) - Michelle Anderson
 - cancelled due to weather; supplies to be used for Staff Appreciation
- Yearbook - Michelle Allshouse; Kristi Beck
 - Done! Submitted last week
 - Distribute (will receive end of May)
 - to teachers Tuesday, June 4th
 - kids Wednesday, June 5th
 - Kristi will need some help with distribution
 - Brainstorm - Oneka needs more photos
 - student council?
 - parents?
 - student helpers?
 - has worked well in past
 - kids were trained and excited
 - need somebody to maintain
 - if each class had ~5-10 photos, would be better represented
 - similar to pictures teachers are using on Seesaw
 - Seesaw photos can't be used due to format, but teachers could use these photos in original format
 - field trips
 - special events
 - class projects
 - new platform with LifeTouch/Shutterfly merging
 - more potential; hoping for easier use
- Color Run (May 4th) - Jen Larson
 - Help needed! Seeking volunteers - check out Sign-Up Genius
 - <https://www.signupgenius.com/go/20f0449afa629a20-4thannual>
 - Packing participant bags
 - Rick Anderson (our rep) will be packing the bags for us
 - We need to stuff marketing materials/distribute bags
 - Race Day Volunteer Coordinator
 - NEEDED! See Sign-Up Genius
 - Day of race activities (set-up, during race activities and take-down)
 - mostly filled!
 - reached out to high-school ambassadors
 - Top 2 classroom Party Planners
 - Terry and Jason
 - Looking for Local Donors
 - \$100+
 - name on shirts, banner, and marketing info. in bags
 - great/affordable advertising
 - Needed by April 19th
 - Logos to the printer by April 23rd
- Staff Appreciation - (May 6th-10th) - Michelle Anderson
 - "You Make A World of Difference" - theme
 - keeping most of it a surprise; expected to be a fun week for staff

8. Funding Requests

- Megan Majerle (Hugo 1st grade)
 - Hugo Story Series
 - came to PTA in the fall, requesting funds
 - was approved; very successful
 - Christi Anthony commented that she and her daughter (K) have enjoyed the program/books and highly suggested continuing the program.
 - many others agreed
 - Every other month, kids come home with a book to keep
 - Alternating month - teacher gets a book for classroom reading/project
 - Ensures that every student gets books for home
 - different themes to build upon
 - Looking for ~\$1300 funds for next year
 - 4 student books (preK-1)
 - 5 teacher classroom books
 - Kari Milhofer said that Scholastic Dollars can be used
 - Kari would work with the Scholastic Book Representative to request certain titles
 - Lauren Schleicher commented that this is something that the PTA might look at adding a line item to the budget (recurring cost)
 - Terry Dahlem suggested that it will likely be funded by either budget or special funding
 - PTA will discuss at the budget planning meeting
 - Let Megan know by mid-May
 - will allow her to be selective with book titles
 - can start planning themes/ideas over the summer

9. Open Forum

- Christi Anthony spoke on desire/necessity of PTA outreach/marketing
 - Suggestions
 - PTA booth at Kids N Biz
 - Forming an Outreach Committee - reaching parents
 - emphasize where the money goes
 - PTA has spent ~\$30,000 this year
 - parents need to know
 - diversity and representing more parents/teachers
 - Ethan Carruthers suggested a hope in having more men represented
 - Katie Jones will add to May agenda for further discussion/brainstorming

10. Attendance Drawing - Thanks so much for coming!

- Oneka PTA parking spot
 - Katie Jones brought up that she didn't use much over the past month, but three different times, the spot was in use by someone else.
 - discussion of putting winner's name on the scrolling announcements
 - Stephanie Lohmann - gave it back, stating would not use enough
 - PTA selected Jen Larson as she will be at school a lot over the next few weeks coordinating and preparing for the Color Run. Thanks, Jen!
- Gift card
 - Melissa Stuessy - Dunn Brothers
 - Christi Anthony - Festival

Notes/Reminders:

- Support the Hugo/Oneka Color Run - join a team and/or volunteer to help!!
 - Pledge packets are due Wednesday, April 24th!
- Please join us on Monday, May 6th to help decide how funds will be budgeted for next year! All are welcome!

**Motion made by Kari Milhofer to adjourn the meeting
Seconded by Lauren Schleicher**

Meeting Adjourned: 7:20

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

FREE CHILDCARE PROVIDED DURING EVERY MEETING!!

Next PTA Meetings:

Monday, May 6th, 2019 - 6:00 pm

2019-2020 Pre-Budget Meeting - all are welcome!

Hugo Elementary Media Center

Monday, May 13th, 2019 - 6:00 pm

May PTA Open Meeting

Approve 2019-2020 Budget

Oneka Elementary Media Center