

## Lake Marion Elementary PTO

### General Meeting Minutes

November 13<sup>th</sup>, 2017 at 1:30 pm in the LME Conference Room

**Meeting called to order** by Jennifer Wagner at 1:30 pm

### Attendance (11)

Mr. Domstrand (Principal), Jennifer Wagner (President), Tonya Hilyard (Vice President), Kil Choe Wikstrom (Co-Treasurer), Rachel Haukoos, Jessica Brandenhoff, Jennifer Van De Berg, Kristin Bornfleth, Christine Cook, Jody Dube, and Melissa Schreiner.

### Financial Report *Jennifer Wagner reporting for Lisa Cook*

Handouts:

1. 2017-2018 Operating Budget (Summary)

Jennifer shared that we have a balance of \$60,374.31.

### Committee Reports

#### Walk-a-thon *Kil Choe Wikstrom, Jessica Brandenhoff, Rachel Haukoos*

The WAT committee confirmed that they have reached out to Farmington Elementary School contact to share information about how we host our own fundraiser each year. LNHS Activities Director would like to schedule next year's events – Mr. Domstrand stated that District Calendar hasn't been finalized yet nor has next year's football schedule as playoffs are happening next week. Question from the committee: How to decide who gets a receipt? Group decided that we should write receipts for donations >= \$250.00 and then also send a message to LME families via weekly communication asking them to send an email to the PTO if they would like a receipt.

#### Book Fair *Jennifer Van De Berg*

Book Fair sales were > \$7,300. Mr. Deming used \$1300 of scholastic dollars to put new books on the library shelves; \$1000 used for classroom books; \$1200 used to purchase a new binding machine. Total numbers are \$47K in sales which equals \$9531 worth of books put into kids' hands. Question was raised about changing the hours of the book fair to reduce volunteer needs. Mr. Domstrand was open to exploring ideas on how to keep the book fair in the media center without anyone manning it. Also, the book fair had very few sales on Friday because many WAT parents didn't enter the school building since they were instructed to meet their students on the track.

#### Culver's Night *Jennifer Wagner* for Brenda Kluck

The amount raised in October was \$293.66. Tomorrow, November 14<sup>th</sup>, is the next Culver's night; there will be a coloring contest with one winner per grade. Students will receive a Culver's pencil if they turn in a sheet.

#### Spirit Wear *Jennifer Wagner*

Online sales closed last night. All items will be delivered in time for holiday gift giving.

#### Box Tops/Milk Moolah/BWW Recap *Jennifer Wagner*

Good collection month: Box Tops total was \$869.80 and Milk Moolah total was \$99.05! Shipping costs are high for milk bags because they are bulky.

#### Square 1 Art *Tonya Hilyard*

Tonya shared that the deadline was extended from Friday to Sunday night in hopes of receiving more orders. This was a good decision as sales climbed from \$1500 on Friday to \$3600 this morning.

**Lake Marion Elementary PTO**  
**General Meeting Minutes**  
November 13<sup>th</sup>, 2017 at 1:30 pm in the LME Conference Room

Caps for Camp recap

Jennifer reported that the fundraiser raised \$291.45 in November.

**Old Business**

PTO Social Hour

This year's first social was held on Oct. 26<sup>th</sup>. Jennifer reported that there were two new faces at the social event so she considered that a success! Next social will be in May.

Staff Favorites Lists

The binder of our teachers' and staff's favorite things is almost ready. Parents can peruse the binders to find hints for gift giving time. Kil Choe and Jennifer will work on setting up a table with banner that reads "SPOIL OUR TEACHERS!" – should be set up by end of this month. Pages have been scanned and will be added to PTO website as well.

**New Business**

November Staff Appreciation Day

November 21<sup>st</sup> was handled by Jennifer Van De Berg.

December Staff Appreciation Day

Signup Genius sent out for cookies for the staff.

Book Fair feedback provided by Melissa Schreiner: regarding the teacher's "favorite books" lists, it seemed that Special Education teachers may not feel they are included in the process. They are indeed included and Mr. Domstrand said he will do a better job of making sure they understand that it applies to all educational instructors.

Signup Genius feedback provided by Melissa Schreiner: Same volunteers always fill all slots on Signup Genius. Would it be possible for the 'regular' volunteers to wait a few days to sign up for volunteer slots in an effort to allow others an opportunity to sign up? Jennifer noted that there is an implied 2-3 day waiting period for board members and agreed to add additional sign up slots when possible. The most recent signup for holiday cookies for December staff appreciation filled up quickly due to one parent signing up for 8 slots.

5<sup>th</sup> Grade Camp St. Croix Fundraising

New fundraisers for this year: Caps for Camp (underway) and Heggies Pizza sales (forthcoming). We will not go to Pizza Ranch this year nor will the 5<sup>th</sup> graders sell coffee. Pizza sales will be delivered in time for Superbowl Sunday. Camp St. Croix is a 3-day, 2-night YMCA camp where 5<sup>th</sup> graders learn about the environment, build teamwork, enhance self-confidence and get hands-on experience with nature. It costs roughly \$13K to send 104 students to camp. The PTO gives \$3K to this program each year. Help will be needed when pizzas are delivered to the school. Watch for Signup Genius.

Square1Art monies from 2015

Jennifer Wagner posed the question as to what art needs does the school have now that we have received the unexpected funds from Square1Art. Mr. Domstrand said our kiln is good, recent donor provided mounted projectors for the Art room, and much needed art supplies have been purchased. Group decided the monies will be held in reserves until an art need is identified.

Office Max & Pepsi fundraisers

Traci Werner mentioned that Office Max has a purchasing fundraiser similar to Amazon Smile in which a percentage of sales comes back to the school. Another fundraising opportunity mentioned by Krista is

## Lake Marion Elementary PTO

### General Meeting Minutes

November 13<sup>th</sup>, 2017 at 1:30 pm in the LME Conference Room

with Pepsi products. Group agreed that Office Max might not be worth pursuing but many family drink soda so the Pepsi fundraiser might be worth looking into. Jennifer has asked Krista to provide an example or more information.

#### Seamus stuffed animal fundraiser

Mr. Domstrand announced that the Seamus stuffed animals will be for sale for \$10 this week – watch for email announcement. Proceeds will help cover costs associated with caring for Seamus.

#### PTO Milk Cans

Kelley Barke had donated the two white milk cans that is in the back room. The PTO has not used them in 4 years so Jennifer would like to return them to Kelley. All voted yes to give back to Kelley. Rachel Haukoos wonders if they could be used in the outdoor spaces somewhere...she will get back to Jennifer in a couple of days.

**Next PTO meeting** is Monday, December 11<sup>th</sup> at 1:30 pm in the LME Conference Room

**Meeting adjourned by** Jennifer Wagner at 2:36 PM

**Minutes compiled by** Kil Choe Wikstrom