

Lake Marion Elementary PTO
General Meeting Minutes
May 14, 2018 at 1:30 pm in the Commons

Meeting called to order by Jennifer Wagner at 1:33 pm

Attendance (15)

Jennifer Wagner (President), Tonya Hilyard (Vice President), Kil Choe Wikstrom (Co-Treasurer), Bret Domstrand (Principal), Jessica Brandenhoff, Jennifer Van De Berg, Melissa Schreiner, Kelley Hoolihan, Marie Mitchell, Alissa Boroff, Jenna Eng, Heather Thoennes, Jen DeGrave, Jodi Mayrand, and Traci Radtke (1st Grade Teacher).

Financial Report

Handouts:

1. Operating Budget as of 05/14/2018

Per Lisa's reports, Jennifer noted that we have a cash on hand balance of \$48,849.97 and she reviewed upcoming expenses:

- 5th grade graduation \$200
- Any remaining year end class parties? \$200
- Activity day \$800
- Retirement Gifts? \$200
- PTO Coffee event \$100
- Band Concert? \$200
- School grant \$10,000
- Random other expenses \$300

Total \$12,000 in guesstimate outstanding expenses; approx. bank balance of \$36,849.97 at end of the fiscal year June 30th.

Committee Reports

Culver's Jennifer Wagner

Last week's event was the last one for this school year. Jen DeGrave, a new LME parent in the fall, has agreed to chair this committee next year. Congratulations Jen, and thank you! We are still looking for someone to co-chair.

School Supply Program Jennifer VanDeBerg

Order forms were put in teacher's boxes last week. Online orders were live on May 10th. Kil Choe and Jennifer will have a School Supply Program sales table set up with iPads during Kindergarten Readiness Night. Question from Jennifer to Mr. Domstrand: How many sets per grade do you anticipate will be donated to families in need? 3 per grade which can be sold or donated. Krista will advertise on Blackboard message in May. Kil Choe is working to get tax-exempt accounts set up with Amazon.com, Target.com, and Wal-mart.com before July 1.

Activity Day Kelley Hoolihan

Kelley Hoolihan reported that all is on track for Activity Day planning. Event date is June 1st. How many students to order Culver's food? 630 is safe number. Is sponge relay on grass okay? Mr. Domstrand says yes since it is safe and the majority benefit from it. Water cart from LNHS to haul water for sponge relay as well as drinking water. Signs around school are going up today. Krista has agreed to greet

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volunteers on the day of the event. Teachers/staff have offered to set up snacks. Kelley will speak to Candy about getting garden hoses and other supplies prior to event. Thursday, May 31st after school she would like help setting up stations.

Bogo Book Fair *Jennifer VanDeBerg*

One day only **Buy One Get One** Scholastic event on June 1st (same day as Activity Day) in the main lobby. Mr. Domstrand has a map for setup in the lobby. Sales begin at 9:30 am until 4:00 pm.

5th Grade Fundraising and Promotion *Jennifer Wagner*

Graduation party will be on June 4th at Antler's Park. There will be an ice cream truck, [Big Bell](#), from Minneapolis that will offer regular ice cream and an allergy option of Italian Ice (All Natural, Cholesterol Free, Nut Free, Fat Free, Gluten Free, Non-Dairy, NO High Fructose Syrup).

Old Business

Staff Appreciation Week/Breakfast *Jennifer Wagner*

It was April 30th – May 4th. Breakfast was on Friday, May 4th. Could have used one additional breakfast servers and 2 more trays of hash browns. The Post-it wall of messages from students was a hit and the chocolates and flowers in the staff restrooms was appreciated by all. Our event fell one week earlier than national teacher appreciation week so our staff was able to enjoy two weeks of treats (special deals at area restaurants).

New Business

PTO School Grant *Mr. Domstrand*

The PTO will award a \$10,000 grant to LME this year. Mr. Domstrand proposed using the funds as follows after all-staff voting:

- \$1,500 Indoor Recess Carts (qty 2)
- \$2,000 Additional SeeSaw Licenses
- \$1,500 Picnic Tables (qty 2)
- \$1,000 Playground toys (jump ropes, balls, etc.)
- \$4,000 Flexible Furniture (\$440 per group)

Melissa Schreiner suggested that LME approach an Eagle Scout to make the picnic tables for his project. Also, Jessica Brandenhoff mentioned that her husband works for a company that makes metal carts and stand up desks and so she will ask if a donation could be made to the school.

School Zone on Dodd *Jessica Brandenhoff*

Someone approached Jessica about the PTO supporting his efforts in changing the entrance/exit to the school to a 20 mph school zone instead of the current 50 mph speed limit. Mr. Domstrand has been involved in this subject previously and understands that the city nor county will add a stop sign or roundabout on Dodd ever. The PTO will be happy to review a proposal when presented and will discuss whether or not to support the cause at that time.

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Open Positions for next year 2018-2019 Jennifer Wagner

The following board positions and candidates were voted on:

- a. President: Kil Choe Wikstrom → all present voted “Aye” unanimously
- b. Vice President: Jessica Brandenhoff → all present voted “Aye” unanimously
- c. Co-Treasurer: Marie Mitchell → all present voted “Aye” unanimously
- d. Secretary: Jenna Eng → all present voted “Aye” unanimously

Committees without chairs: School Pictures and Spirit Wear. Melissa Schreiner volunteered to chair Spirit Wear. Thank you!

Kindergarten Readiness Night Mr. Domstrand

May 23rd from 6-7:30 pm. Drawing will be held to win backpack full of school supplies. There are 67 Kindergarteners confirmed; 91 new Kindergarteners starting in the fall.

Staff BBQ Mr. Domstrand

Mr. Domstrand is going to grill lunch for his staff on May 24th and would like to know if anyone has a portable grill or two to bring to school for use that day. Jennifer Wagner made a motion to contribute remaining funds from Staff Appreciation account to help Mr. Domstrand with the BBQ; all present voted yes.

Reminder! PTO Social this Thursday, May 17th at Barley & Vine 7-9 pm.

Next PTO meeting is on May 29th at 1:30 PM in the LME Conference Room

Meeting adjourned by Jennifer Wagner at 2:31 PM

Minutes compiled by Kil Choe Wikstrom