

Minnewashta Elementary PTO Meeting Minutes

February 23, 2021

6:04pm to 7:15pm

PTO Present: Heidi Post, Andrea Bach, Michelle Le, Gretchen Padget, Cindy Andress, Barbara Seifert, Nicki Gordon, Tara Pitkin, Anjuli Glaza, Jocelyn Stenberg, Melanie Mozingo, Andrea Zellmer

PTO Absent: Brittany Yamauchi

Heidi Post called the meeting to order at 6:04pm

I. Welcome and Introductions, Heidi Post, President

- Motion to approve January 2021 PTO minutes. Motion approved.

II. Barb Seifert, Fundraising

- Still have extra t-shirts from the Fall Boosterthon. Will plan to have them available at school pictures.
- Planning to get fundraising letter ready in April/May. Will reach out to sponsors around June for next year's Boosterthon.

III. Tara Pitkin & Michelle Le, Book Fair & Yearbook

Book Fair

- No book fair planned for Spring conferences. They will have to let Scholastic know if we do decide to reschedule.
- Cindy suggested we come back to this and see where we're at in a month.

Yearbook

- Still planning to have school pictures taken during conferences in March.
- Heidi has received emails from parents wondering how they can get a photo taken if they miss picture day.
- Michelle suggested they can send their own photo in via email. Instead, Melanie agreed to coordinate with Eric a time for students to have their photo taken at school. She will follow-up with this. Tara and Michelle will get her a list of students needing photos.
- Further parent photo questions can be sent to: minnewashtayearbook@gmail.com

IV. Andrea Bach, VP Report

- Enrichment requests received from Shelly Traver in STEM:
 - 1- Classroom set of (32) Kanoodles
 - 2- Set of Keva Planks Brain Builders
- These two items help develop spatial awareness and problem solving skills. Both items also promote creative thinking without using a screen. The Keva Brain Builder will compliment the Keva Planks in the HUB. This pack will increase the challenges teachers can do with the sets we already have.
- Total cost: \$436. Request approved.

VI. Brittany Yamauchi, Volunteer Coordinator

- No updates at this time.

VII. Gretchen Padget, Treasurer, Treasurer's Report

- Andrea asked if we should be putting money toward a grant?
 - Cindy suggested we wait until the end of the year when we'll have a better idea of next year.
 - We're allowed to retain 1/3 of our funds for next year. The remaining will go into a trust. Could be used for specials, outdoors, etc.
- Melanie inquired if each grade has a point of contact for enrichment requests? If not, this could be a good way for each grade to organize requests and filter them through one staff representative per grade.
 - This way, we can be sure enrichment request emails don't get overlooked when they're sent out.
- Cindy suggested another teacher appreciation event/donation. Be sure to include paras, subs, etc.
- Updated financial info:

Minnewashta PTO

November/December Treasurer Report

February 23, 2021

We started the 2020-2021 school year on 7/1/2019 with \$26, 877.50 in our combined checking and savings accounts. As of January 31, 2021, we had a total of \$72,382.15.

Administrative Updates

None

Program Updates – January Transactions

Minnewashta PTO

Profit and Loss

January 2021

Total

Income

Box Tops for Education Income	\$	66.00
Corporate Sponsor / Donation Income	\$	1,242.59
Expenses		
Boosterthon Expense	\$	2,000.00
Dream Makers	\$	500.00
Staff Appreciation	\$	471.00
Scientist in Residence (Wetlands) (5th Gr)	\$	180.00
Other Fees (RevTrak, Intuit, Sign-up Gen)	\$	260.73
PTO Administrative Expenses	\$	17.04

Minnewashta PTO
Balance Sheet
As of January 31, 2021

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
Wells Fargo Checking	62,370.22
Wells Fargo Savings	10,011.93
Total Bank Accounts	\$ 72,382.15
Other Current Assets	
Uncategorized Asset	0.00
Total Other Current Assets	\$ 0.00
Total Current Assets	\$ 72,382.15
TOTAL ASSETS	\$ 72,382.15
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Opening Balance Equity	24,796.87
Retained Earnings	2,155.51

Net Income		45,429.77
Total Equity	\$	<u>72,382.15</u>
TOTAL LIABILITIES AND EQUITY	\$	72,382.15

VIII. Cindy Andress, Principal's Report

- Trying to plan a 5th grade end of the year celebration.
- About to start Spring assessments.

IX. Heidi Post, President's Report

- PTO would like to provide a Thursday evening meal on March 5th for staff or a lunch grab-and-go option.
- Recruiting for PTO positions next year and looking for any recommendations. She has a couple Zoom meetings set up with people interested.
 - Heidi will have to have a proposed slate by April.
- District updates:
 - Dreammakers event is virtual this year. Sharing the information on Facebook page.
 - Celebration of Excellence nominations are due this week.

Meeting adjourned at 7:15pm

Respectfully submitted by Nicki Gordon, Secretary