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| Central Montessori PTSASeptember 19, 2013 |
| **Attendees:** Trish Espinoza, Julie Roff, Jody Sanderson, Jessica Matyi, John Bodine, Kelly Lessman, Donna Friedmann, Scott Manni, Kim Robertson, Kris Jones, Angie Lundblad, Andrea Schulte, Brianna Sykora, Paul & Josie Kreger |
| Meeting Minutes  |
| Topic  | Presenter Time allotted  |
| Welcome & Introduction of Officers/New Members* See above for attendees
 | Trish Espinoza |
| **Principal’s Report*** Introduction and welcome to Donna Friedmann (Director of Administration & Human Resources for the district), who is our new building liaison
* Positive Behavior in School
	+ Past year was MN School of Excellence – applied for cohort of training in positive behavior in school
	+ Program is research based, resources & assessment tools are included, SWIS data collected last year (Scott Manni inputs the data – common language that everyone can understand)
	+ Early Childhood was also accepted as a TAXI site (similar program)
* Population is up to 124 students (112 last year)
* Donna Friedmann – update on facilities task force
	+ What is the task force?
		- What needed to be done, in what time frame, at what cost?
		- All school buildings, transportation center, athletics facilities (all of the places where district activities are going on)
		- Staff participated to provide info only, not to influence task force recommendations
		- A broad diversity of opinions was shared and worked through. Common themes were developed
	+ What are the recommendations?
		- Committee is recommending a 7-12 campus (over by high school and Century)
		- Changes and upgrades are needed (to some degree) at all buildings
		- Montessori, ECFE, and ALC likely will move to building currently known as Southwest Jr. High
		- Staff development activities likely will move to district offices
		- Not going to make a 6-7-8 school because it doesn’t make sense due to demographics
		- Expect minimal impact on staff
	+ Viewed video with task force recommendations
	+ Recommendation to proceed with bonding bill (no more than $130 million), vote probably in May 2014 or later
	+ Board Meeting on Oct 10th (get results with costs) with 4 hour working meeting on Oct 12th
	+ Work probably couldn’t start until 2015
	+ Will be continuing communication as plans are refined & to share tax implications
	+ Likely to be “vote yes” and “vote no” committees. School district must remain neutral. School Board can take a position.
	+ There are additional notes from Linda Madsen visit posted on the PTSA website
 | Kelly Lessman&Donna Friedmann |
| **President’s Report*** Fall Conference/Teacher Meals October 14-17
	+ Julie Roff to coordinate via email
* Kids Stuff Coupon Books (Fall)
	+ Sell for $25 and CME gets $12.50 from each. For every 5 books sold, get a free one. Teachers get one for coordinating.
	+ Recommending sales starting over MEA weekend – recommendation adopted by PTSA
	+ Jody to move forward with coordinating this
* Student Directory
	+ Kim Robertson compiling and typing up
	+ Kim to send out electronic copies to teachers
	+ Goal is to have ready for Friday folders on Sept 27th, though this may slip to allow more time for parents to turn in forms
	+ Trish or Jody will take electronic copy and print to get out in Friday folders
	+ Proposal to print only 1 copy per family; Kelly Lessman stated there may be labels available in the office
* PTSA email box
	+ cmeptsa@gmail.com
	+ Noted that there were no emails sent to this mailbox last year
	+ Jodi to monitor this year
* Committee Needed –
	+ By-Laws
		- Need to be turned in to MN PTSA by end of year
		- No committee chair identified
		- Did not get a volunteer to type by-laws up – Trish to contact Julie L
	+ Fundraising & Playground Committee
		- Jessica M volunteered to be committee chair
		- Julie Longtin has volunteered in the past to help with grant writing (Jessica to call Julie L to see if she is still open to this)
* Domino’s Dough Raiser Nights
	+ Fliers will go home in Friday folders
	+ Dates: 9/22-23 | 10/27-28 | 11/17-18 | 12/15-16 | 1/12-1/13 | 3/2-3 | 4/13-14 | 5/18-19
	+ Collection box for proof of purchase labels
 | Trish Espinoza |
| **Treasurer’s Report*** Financial Statements have been reviewed
* 2013-2014 Budget
	+ File here:

* + Contingency Funds – not anything left after planning for 2013-14 and earmarking for playground
	+ Playground Budget – proposed and adopted recommendation to move $10,000 into a dedicated account for playground. All playground earmarked funds will go into this account.
	+ Walk a thon prize budget – proposing to request donations from businesses for prizes rather than spend from funds
	+ Teacher Grants – agreed on $300 for each teacher (6), will revisit later in the year as
	+ Classroom Supplies
		- Teachers asked to let PTSA know of things that may be able to be purchased in bulk (e.g. Kleenex, wipes). Jody volunteered to look into most cost effective ways to purchase through PTSA.
		- Suggestion also made to use a ‘wish tree’ at conferences for teachers to communicate needs to parents. Believe Anne Rood may have one
	+ Any Field Trips planned – fewer expensive trips planned, more info TBD
	+ Moby Math & Raz Kids are not needed this year
	+ Family Hardship Fund – less money used last year, may not be much need this year as no expensive field trips are planned
	+ Family Fun Day – figured on similar budget to last year
* Insurance – Due November.
	+ Coverages – will increase to include medical
* Membership Dues – by 12.1 to State
* Bank Account – still plan to move banks
 | Jody Sanderson |
| ***Committee Reports*** |
| * Art Adventure
	+ Theme is “Dressed to Impress”
	+ Angie Lundblad and Tina Sparby have already attended training
	+ Seeking another picture person: training is Oct 9th over lunch or Oct 10th in the evening
	+ Jessica Matyi said she plans to attend training Sept 26th
 | Angie Lundblad |
| * Book Fair
	+ Need to check into report of profits as these should have been Scholastic Dollars
	+ Will be looking for volunteers for Book Fair during October conferences
 | Julie Roff |
| * By-Laws
	+ Committee Needed
	+ By-laws were informally reviewed by several people last year; at a minimum, clerical updates need to be made
	+ No electronic copy exists
		- Need someone to type these up from hard copy so they can be edited
		- Group suggested we ask Julie Longtin who has volunteered to help with things that can be done from home
 | Trish Espinoza |
| * Communications – did not discuss & need plan to get info to Julie
	+ Newsletter Timing after our meetings
	+ Facebook? Are we going to do?
 | Julie Longtin |
| * Fundraising
	+ Domino’s Dots Collection Box & Dough Raiser
	+ Kid Stuff Coupon Books
	+ Spring Magazine
 | Jessica Matyi |
| * Playground
	+ Moving money to separate account - $10,000
	+ Grant– NEEDS TO BE DONE ASAP most have deadlines
	+ Lowes’s deadline 10.15.13 $2,000-$5,000
	+ Others?
 | Jessica Matyi |
| * STEM Outreach
	+ Won’t do ‘The Works’ again
	+ Looking into the Bakken
	+ Also have STEM kits from Boston Scientific
 | Kim Robertson |
| * Walk A Thon
	+ Prizes (scholastic gift certificates) from last Spring have been handed out
	+ Plan to ask for donations for this year’s prizes
 | Trish Espinoza |
| * Yearbook
	+ Will be created by ALC students in a Second Semester class
	+ Photos from 1st half of the year can be supplied to Kelly Lessman at mid-year
	+ Someone needs to contact Julie Longtin
 | Julie Longtin |
| ***MISC.*** |
| Peanut butter and tree nuts are OK in the lunchroom. District procedure in place to ensure no cross-contamination.  |  |  |
| ***NEXT MEETING: October 10, 2013 (early due to MEA)*** |  |  |

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| ***Committee:*** | ***Chair:*** |  | ***Helpers:*** |  |  |  |
| ***Art & Academic Expo*** | Angie Lundblad |  |   |   |   |   |
| ***Art Adventure*** | Angie Lundblad |  | Tina Sparby | Kim Robertson | Jessica Matyi |   |
| ***Book Fair*** | Julie Roff |  |   |   |   |   |
| ***Box Tops/Labels*** | Carla Engst |  |   |   |   |   |
| ***Build A Boat*** | Trish Espinoza |  |   |   |   |   |
| ***By-Laws*** |   |  |   |   |   |   |
| ***Communications*** | Julie Longtin |  |   |   |   |   |
| ***Family Fun Day*** | Nikki Theisen |  |   |   |   |   |
| ***Fundraising*** |   |  |   |   |   |   |
| ***Ham Bingo*** |   |  |   |   |   |   |
| ***Playground*** |   |  |   |   |   |   |
| ***STEM Outreach*** | Kim Robertson |  |   |   |   |   |
| ***Walk-A-Thon*** | Trish Espinoza |  |   |   |   |   |
| ***Yearbook*** | Julie Longtin |  |   |   |   |   |